

ACCPAC ePOS - Fully Integrated Point of Sale Solutions

ACCPAC ePOS is a comprehensive Point of Sale (POS) solution for fast-paced, high-volume, multi-site retail operations. Whether you need to manage a single retail location, or face the challenge of tying together dozens of stores with multiple POS registers at each location, ACCPAC ePOS offers you full integration with your ACCPAC Advantage Series solution. With ACCPAC ePOS, you can keep your finger on the pulse of your retail activities. Integration with all retail technologies

Life Tips

Always Remember why you are here.

— Proverb

(including barcode scanners, real-time credit card processing, weigh scales, pole displays and more) further increase your check-out speed and accuracy while providing real-time integration and reporting across the enterprise.

To obtain more information on how ACCPAC can help your business, please contact us at (323)265-3000.

Protect your PCs: Virus Again!!

You have been extremely lucky if your machines did not get infected by any virus or if your anti-virus software did not display the following message, "Your files got quarantined."

Year 2003 was the worst year for the network or IT administrator. There were more computer viruses than ever, and they have become smarter, more vicious and invisible.

Also, the broadband internet connection has become ordinary everywhere and companies want to use more advanced internet services, which could not have been available without the broadband connection. This has increased the area and checkpoints that IT administrators have to cover and the system security risk.

OpenAxis has highlighted many times the importance of the role of the anti-virus software. And once again, we would like to show you the comprehensive protection model of your PC networks.

1) Install a Firewall

If you are using the broadband connection, such as DSL or T1 Line, you defi-

nately need the firewall that acts as a "wall" between your network and the Internet. Without the firewall, hackers or various kinds of worms and viruses can easily get into your system.



2) Use Windows Updates

There are still many security holes in Windows and Internet Explorer. Most viruses and worms use these security holes to get into your computer. Even though you use a firewall, you should apply these patches to further secure your computer.

In fact, the well-known virus of 2003, such as Klez, Blaster and Mimail, used known security holes; but they could have been avoided if these patches had been applied correctly.

Microsoft Windows comes with an automatic Windows Update function. It automatically downloads the latest security patch into your system when your computer is in broad-

band connection.

3) Use Anti-virus software correctly

Now a days, no computer should be without an anti-virus program. And even then, you may still be faced with a disaster if the software is not used appropriately.

Update the virus definition file periodically. In addition, most of the software have automatic update functions. Turn on the functions, and you do not have to worry about it anymore. That is, until the definition file subscription expires. It usually expires in a year. If you use anti-virus software and your definition file has expired, it is as bad as if you did not have an anti-virus program.

If you implement the above three steps, the chances that your system gets infected or hacked is very low. It really works. The majority of our clients have not encountered any virus damage for many years.

(if you have technical question regarding the issue above, please call (323) 265-3000)

At OpenAxis, we focus on the implementation of IT solutions for small- and medium-sized businesses.

We provide management and computer consulting services by identifying issues, implementing solutions, and managing all your IT needs.

Comprehensive Solution:

- Accounting Solution
- EDI Solution
- Manufacturing Solution
- Other Integrated Solution
- Customized Solution
- E-Commerce Solution

OpenAxis, Inc.

901 Corporate Center Dr. Suite 400
Monterey Park, CA 91754

Phone: (323) 265-3000
Fax: (323) 265-3330
Email: info@openaxis.com
www.openaxis.com



Business Tips: 6 Steps to increase bottom line.

How efficient is your Accounts Payable Department? For many companies, A/P is not getting the respect or attention it deserves.

When ignored, it can be like a huge drain that flushes away your profits. On the other hand, maintaining more vigilant controls can result in better cash flow and help you crack down on internal fraud.

Interested in ways to improve your A/P function? Check out these six tips:

1. *Have accountable people handle your accounts*
Billing errors are common. A careful check of all utility bills, overtime requests, service agreements, etc. is mandatory for keeping control of your cash. Make sure you or accountable personnel review invoices before signing off on them. Don't leave it up to the A/P clerk.
2. *Avoid duplicate payments*
This is a typical problem for A/P, happening when the same charge is paid twice by accident. What to do? Utilizing the safeguards that are part of most accounting systems will help!
3. *One vendor-one monthly invoice*
Sounds simple? It is. And it's an excellent way to cut the

cost of processing bills BY NEARLY 70%! In fact, suggesting this tip to your vendors could help them save on their processing costs too.

4. *The power of purchasing cards*
Purchasing cards---or your company's credit card, if available--- reduce costs and increase control. Used for various purchases, it can lower the number of invoices you need to pay. Also, talk to your bank about online reconciliation services that will help you cut down on paperwork and save even more.

5. *Fight fraud inside and out!*
You've heard the horror stories: Company employees using false invoices or forging checks for personal gain. It also happens when other companies bill you for items or services you never asked for or received. You may even be billed at inflated quantities or prices. In any case, it's fraud, and it's costly. Be aware - target fraud before it targets you!

6. *Put the brakes on 'rush' checks*
Rush checks can be risky business. Normal procedures are abandoned, and that opens the door for escalated processing costs and, even worse, fraud. If an emergency situation does come up requiring rush payment, it's best to go with a purchasing card.

For whatever reasons, A/P has not received much attention from management in a lot of companies. Major overhauls need to be implemented in order to reduce costs, monitor cash flow, and beat fraud.

Regular audits of your Accounts Payable Department can be a wise investment to improve the efficiency and control of your operation.