

CONNECT

CONNECTING YOUR BUSINESS TO THE WORLD • WINTER 2006-2007

An Oakland Corporation Publication

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HOLIDAY CLOSINGS

Thanksgiving

Thursday, November 23
Friday, November 24

Christmas

Monday, December 25

New Year's Day

Monday, January 1



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Ready for 2007 ?

By **Chuck Carlson**
Vice President
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Year End Assistance

It is hard to believe that another Harvest Season has come and gone!! But, as we all know, that does not mean our job gets any easier once the combines are back in the shed. For some of you, your fiscal year is about to end and for ALL of us, the end of another calendar year brings along some once a year tasks.

If you're an Oakland client, you know that **we are here to assist you with ANY and ALL year-end processes you may have.** From W-2's to Prepaid Bookings; from year-end Journal Entries to Deferred Payments, our Experienced Support Staff can assist you with any of these items.

Training Seminars & Training Credit

Oakland Reports Workshop

Date - November 29th or December 13th
Description - This New Program will provide training on Reports throughout the Oakland System.

Oakland Bookings Workshop

Date - December 14th
Description - This popular program will cover entry and delivery of Regular and Prepaid Bookings and the best techniques in managing your bookings throughout the year.

Your Oakland Training Credit may be used toward these workshops, so for most of you, these workshops will be FREE.

Call or e-mail now
800-383-5114 x100
dmorgart@oaklandcorp.com

Coming in 2007...

The **Oakland Software Development Staff** are fulfilling Software Requests of which a majority of them come from Clients. These Software Requests go through a defined Development and Testing process for Quality Assurance.

These Software Requests become part of our next version of Oakland Software, which all of our clients receive at no additional charge because updates to Oakland Software are included within the Oakland Maintenance Program.

Some of the software enhancements that are currently in Beta Testing and will be part of our **February 2007 Update.**

Update are:

- An option to apply AR payments to specific invoices
- An option to apply Bookings directly to a specific Farm & Field
- Create Label Codes based upon Product Sales History.
- And a New Module will be available called "Trucker Payables".

These are a few of the enhancements for Spring 2007. We look forward to Serving You in the coming year! **Welcome to All New Clients. We Thank All of You for your continued business!**

Have a Great Holiday Season, and remember to keep Christ in Christmas!!

Helpful Software Tips

Tips for Daily Use



Let the Register Summary Help

By **John Lounsberry** • Client Services Manager
jlounsberry@oaklandcorp.com



Registers are one of the most common reports you need to use in your Oakland system.

They gather detailed transactions and provide a summary of those transactions. One of the important tools the register summary provides is quick easy ways to detect entry problems before they are updated.

While everyone is used to balancing the Cash in the General Ledger summary, how many of you use the Product Summary portion of the summary to catch any potential pricing errors?

Each product that is sold in each ticket batch is summarized with the dollars, units, and average price. It is very easy to quickly skim through this section to see if any of the average prices for products looks out of line.

This feature has helped a number of users avoid a potentially embarrassing phone call from one of their customers. This is a good habit to get into, especially when running interface registers (Cardrol, Feed Systems, etc.) where the user is not posting each of the individual tickets.

Take an extra minute or two and look for the easy clues the register summary provides to avoid potential problems.



Grain Tips

Read the Prompts

By **Shirley Becker**
Client Services
sbecker@oaklandcorp.com

The best hint that the Grain Department can give the users that call in is: "Read the Prompts".

An excellent example of that particular hint is the new Grain A/R Transfer Register that is generated on the Grain side from settlements and accrual of storage.

When printing the register there is a prompt asking if user wants to print a register, and if the answer is yes,

there is a prompt asking if user wants a summary only, and if the answer is yes...that is all user gets...the summary page, with no option to update.

At that point the register goes to the accounting side and must be printed and updated from that area.

(This has become a powerful feature because sending it to the accounting side allows the user to edit, add, or delete invoices, which could not be done by the user in the past. It has also caused confusion when the register leaves the grain and becomes a true accounts receivable register.) So, Read the prompts, and life will be good, or at least better.

Finding Unprinted Tickets - Accounts Receivable POS

By **Dolores Morgart** • Client Services • dmorgart@oaklandcorp.com



When a POS register prompts you that there are unprinted tickets, there are several different places to look for them. The first step is to run the register to find out which kind of ticket it is.

The unprinted tickets will show up at the beginning of the register with a designation of "NO PRNT" to the left of it.

If it is a customer sale ticket, you will need to go back to invoice entry, select the batch you are working in, going to the ticket entry option. At the Customer name field, you have several options printed across the top of the screen. You will need to select the "F3 UnprintedLkp", select either the Entry or Customer option, and press enter. It will then show you the ticket(s) that are unprinted that need to be finished. Highlight the desired entry and press enter. You can then work with the unfinished ticket and print it.

If it is a Deposit ticket, you will still need to go back to Invoice Entry and select the batch code you are using. This time you will select Deposit from the options available, press enter and it takes you to the distribution code of

the ticket. From here, you press the <up arrow> key to get back to the customer name field. The same options will appear at the top of the screen, prompting you to select the printed or unprinted tickets.

If it is a transfer or wire ticket you will, again, need to go back to the Invoice Entry, select the batch code, and select either the transfer or wire option. From there a box will come up prompting you for the proper distribution code to use.

Select the available code and that will get you to the distribution code on the ticket. Then use the same <up arrow> technique to get to the customer name and the F3 option will appear at the top of the screen. Allowing you to work with the individual tickets.

Featured Products



By **Arlen Oakland**
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Agleader - Digital Field Mapping

Our integration to Ag Leader Technology for digital field mapping is moving forward.

Phase two is already under way with more improvements. We are adding the Inventory Product integration with Ag Leader to build even a better bridge between the two systems.



This will allow a summary of information to be passed to and from each system.

Commodity Bids

Our Commodity Bids module allows you to have **live Grain Bids**, with a live connection to the Board of Trade available at any workstation on your system.

This module can help eliminate costly errors, and will provide consistency in pricing.

PC & Laptops

It may be time to look at upgrading your old PCs or Laptops. Technology keeps rapidly improving to allow us to have better and better workstations.

Many of our customers are really surprised how much faster the new computers are when they upgrade an old workstation. The data on your current PC or Laptop has probably grown over the years, and with the new computers, comes better and faster ways to backup your data.

We are finding that many people simply forget that the data should be backed up until the day comes that they lose it.

If you have questions concerning these or other Oakland products, please give me a call at my office in Ames at 515-232-2109, or send me an e-mail at aoakland@oaklandcorp.com



Helpful Tips from the I.T. Department

By **John Mogren** • IT Support
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Internet Acceptable Use Policy

The Internet is a wonderful tool when used appropriately. Utilizing our VPN (Virtual Private Networking) servers for branch connections to the main office saves our customers thousands of dollars per year in communication costs. When your Internet connection is having problems, the Oakland IT staff is here to help you diagnose any issues you might be having.

In recent months, while monitoring Internet connections to assist clients, we have noticed an increase in music downloads and streaming of audio and video from web sites. These processes tend to hinder the ability for other employees to complete their work in a timely manner.

Many employers have recognized that unrestricted use of the Internet by employees has the potential to drain, rather than enhance productivity. The solution may be to implement a policy outlining the permissible parameters of employee Internet use, or an Internet acceptable use policy.

Printer Compatibility

Ready for a new laser or color inkjet printer?

The market for inexpensive printers of this type continues to grow every day. The printer best for you really depends on your purpose.

If part of your plan is to print for the Oakland system, please note that not all printers are created equal. Many of these printers are only compatible with *Microsoft Windows* operating systems. Your Oakland software runs on a Unix platform and can only print to these devices if they support PCL (printer control language).

Please check if the printer you are buying meets that criterion before purchasing. If you don't feel like trying to figure all that technical stuff out on your own, please give IT a call before you buy your printer. The color inkjet and laser printers sold by Oakland Corporation are all compatible with our software and competitively priced.

Spam Filtering

Innuendos of sexual dysfunction, million dollar scams, and cheap drugs from offshore suppliers just don't get us as excited as the authors of these emails think it should. Aside from polluting your inbox with all sorts of unmentionables, spam is frequently obscene, degrading, and, in some cases, illegal.

Oakland Corporation has recently reduced the cost of our Spam, Virus and Phishing filter to our clients. If you have company based email (e.g. mogy@yourcoop.com) and are tired of sorting that junk out of your inbox every day, give Arlen a call for a quote on this service.



Can the Spam

CLIENT SPOTLIGHT - Stateline Cooperative



STATELINE COOPERATIVE
 Burt, Iowa
www.statelinecoop.com

Company Description

Stateline Cooperative (SLC) has facilities in 14 communities throughout north central Iowa; with the main office located in Burt, Iowa. SLC provides full and part time employment for approximately 150 employees, with annual sales exceeding \$100 million.

SLC's main areas of concentrated business are in Agronomy, Feed, Grain, and Lumber. They put a major emphasis on personal contact with their customers, by being **"Committed to Working and Growing Together for the Future."**

Key Personnel

- Larry Sterk • General Manager
- Rick McLouth • Chief Financial Officer
- Dean Kohlmeyer • Grain Business Unit Leader
- Amy Monson • Grain Assistant

Your Business to the World
Connecting

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OAKLAND
 Agri-Business Solutions



mailing
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