

September/October  
2010

# Inside Traxx

## Scott Systems

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## Webinar Training Schedule:

*Setting Up Your  
General Ledger -  
September 8, 2010  
11 a.m. PDT*

*Customers as  
Employees as  
Vendors -  
September 15, 2010  
11 a.m. PDT*

*RO Payments,  
Deposits, and  
Cash Pay Outs -  
September 22, 2010  
11 a.m. PDT*

*See our Web site  
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Webinar at:*

[www.scottsystems.com](http://www.scottsystems.com)

*Class size is  
limited!*

*Powerful Shop Management Software at a surprisingly affordable price*

## Letter from the Editor

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The crisp fall air is here and summer is officially over. Autumn always prompts me to start finishing up things I'd started in the spring; just blink and the holidays and the end of the year will be here!

As I have, many shops have embarked on projects to implement online parts ordering, conduct marketing and loyalty rewards programs, set up their balance sheet in MaxxTraxx, and more. What are the secrets to a successful project?

Some techniques I use when starting on a new project include:

- *Write down your project plan*
- *Define goals & expectations*
- *Assign a project owner*
- *Set a deadline*

Writing down your intentions can clarify what needs to be done as well as flesh out the details while defining goals and expectations can help you measure progress and success.

Assigning a project owner gives responsibility and authority to a single person, someone to gather information and make decisions. Setting a deadline starts your timeline, instills a sense of urgency, and helps prioritize tasks.



Effective project planning can make the difference between success and failure. If you're going to commit to a project, ensure your success ahead of time and plan, plan, plan!

## Latest Features

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You might recall in the July newsletter me raving about how the best shops in the country are taking full advantage of online parts ordering. Well, I'm pleased to share with you some of the very cool features in MaxxTraxx 5.0.5.0 as they pertain to online ordering.

I've been testing the beta version of this latest update and so far one of my favorite improvements has been how MaxxTraxx handles matching parts online to your existing parts list.

Previously we had to deal with duplicate part records if there were any slashes, dashes, or spaces in the online parts compared to our inventory parts. I had gone so far as to remove these "extras" every time I added a part from online to keep my inventory list organized.

Now MaxxTraxx can match up online parts with your inventory list, "looking

past" the extra spaces and such and it will prompt you to verify whether this is a match or not...very cool!

The other parts feature that I just love now is how they modified the part cross reference feature. Now instead of the MaxxTraxx "jumping to the conclusion" that there is a cross reference before you've entered in the entire part number, you now have the option to look for the part...and if it does not appear, you just click on the Cross Reference button.

These improvements impact the integrity of your inventory and streamline data entry as the parts matching will use your existing part record info and part pricing; I think this one feature is invaluable.

Thanks to the many shops who provided suggestions and feedback for the parts ordering and cross reference features!



*"All the [Webinar] trainings I have attended have been very helpful. What makes it easier is your years of experience with Motor Traxx. You know exactly the challenges that the program can have and also the challenges to anticipate in the transition."*

Rosemary Panganiban  
Roger Kraus Tires, Inc.  
Castro Valley, CA



## MotorTraxx to MaxxTraxx ~ Getting Ready

We've just concluded our MotorTraxx to MaxxTraxx Four-Part Webinar Series and it was a great success. Let me start with thanking the dozens of shops that participated, who asked great questions, and contributed good ideas.

In these one-hour live webinar sessions, we covered what to expect, tools available including a practice version of MaxxTraxx with your converted MotorTraxx data for training, the online videos, Getting Started Guide, and Setup Checklist.

These four webinars are available online for your reference under the Archived Webinars section from the Training tab.

If you are interested in learning more about the conversion process, please feel free to call us for a one-on-one orientation about the conversion process.

We've just set up several shops with a practice versions of MaxxTraxx, shops who plan to "Go Live" at the end of the year. Are you ready? Give us a call!

## Training & Support

A big part of support for Scott Systems is setting up and supporting MaxxTraxx on networks. However, we do not actually *set up and support* networks; that part is managed by your network administrator.

Having a reliable *local* network person is essential in this technological age. As we become more interdependent on our software and computer systems to be more productive, we also become more vulnerable to the costs of any disruption in these systems. Be prepared!

We cannot emphasize enough how very important it is to have a competent and reliable network person on the ground to keep your computer systems running and you in business.

The question we always get is, "How do I

find a good network administrator?" I must say, it is not an easy task, but here are some guidelines:

- *Look to a professional*
- *Establish a relationship*
- *Invest in maintenance*

As much as I like to help out my family, trusting my business systems to a friend or family member is not always the wise move....hire a professional, and maybe not just one person, but a company.

It's best to establish this relationship before disaster hits, so you are not wasting time and resources researching your options when your network is down.

And last, invest in maintenance; always run your anti-virus and malware programs.

## The Bottom Line

The latest release of MaxxTraxx, 5.0.5.0 has a super-cool financial report, a new tool to get a financial picture of your business called the **Cash Flow Report**.

This Cash Flow Report essentially blends your balance sheet and income and expense report (Profit & Loss) together for a complete picture of not only your cash flowing in, but your cash flowing out and how much you still owe at the end of it all!

I've given Webinars about getting a financial picture of your business by not

only looking at the money you have in the bank, but also what your financial situation would be if you had to pay off all your bills.

This comprehensive view can keep your business out of trouble, so you don't find yourself suddenly owing thousands of dollars to vendors without an ability to pay them!

The more you know about your business, the better you can make those decisions that will increase your bottom line. Until next time, keep on Traxx!

