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Attention Canadian Users

New withholding tables are on the web, effective July 1, 2006. Download the latest version of Human Resources for this update.

BUSINESS
MANAGEMENT
SOFTWARE



Software Enhancements

(You may have never known were there!)

Purchase Orders - Express Receiving

Receive material quickly and easily.

This feature allows you to quickly receive a single PO line into the system from a Billing of Lading while never leaving the main Purchase Order screen. From the Purchase Orders screen, simply select the appropriate PO line to receive and click the **Express Receiving** icon. Once the process is complete, the PO line toggles from Open to Satisfied.



Purchase Orders - Merge Auto PO

Merge PO's with like material.

From the main Purchase Order screen, select the Auto PO option. When tagging a line, if a like material line exists in the list displayed, you may click the **Combine PO** button. You may follow the Auto PO Generation process as normal from this point forward. Note that you may only use this feature if the line material was imported from the Products Module.

Inventory - Transfer Material on Rolls

Quickly and easily move material from one roll to another roll.

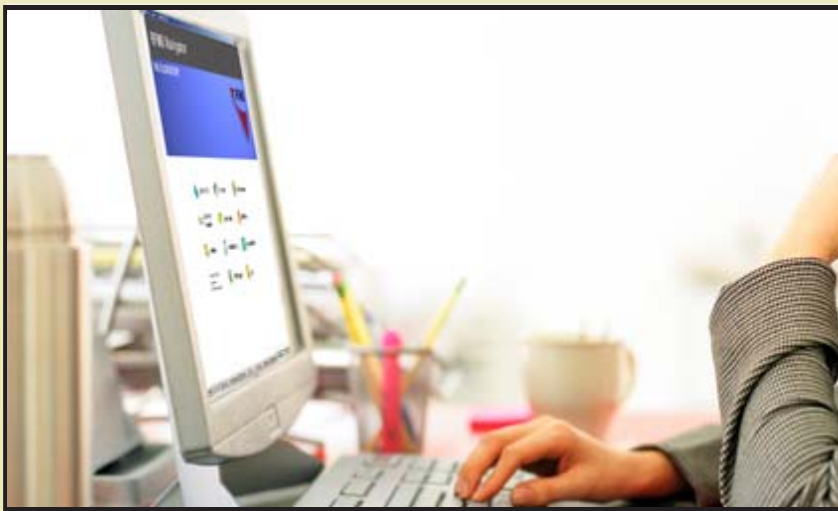
Select the roll you want to move and click the Adjustment button. Fill in the appropriate information on this screen and click the drop-down arrow in the **Adjustment Type** field. Then check the Transfer option and choose the roll to which the material should be moved.

DID YOU KNOW?

You can now generate Purchase Orders for **Service Lines**. After adding a service line to a customer order in the Order Entry module, you may put that line in a status of Gen PO and create a new Purchase Order in the Inventory module and cost it instead of receiving. In the PO module, click **F1** for more details.

Features & Enhancements

(More features you may have never known were there!)



Accounting - View Last Payment/High Credit

This feature allows you to search by Customer Name and view the last payment made by that customer on an order. You may also take a look at their highest balance to date. From the Accounting Module, click File, A/R, Last Payment/High Credit.

Accounting - Find A/R Check

This option allows you to search for a specific check that has been posted against a customer order. From the Accounting Module, click File, Accounts Receivable, Find A/R Check.

Order Entry - Product Driven Order Entry

This process allows you to select products **ONLY** from the Products module when entering a new line on a customer order. This feature is designed to allow you to optimize the usage of current inventory as well as reduce waste. Activate the Public Parameter "**Product Driven Order Entry**" located in *Parameters, Public Parameters, Product Driven Order Entry*. Set the Miscellaneous Public Parameter, "**Product Driven Order Entry Roll Pre-Select Values**". This parameter will set a guideline for the system when choosing the appropriate roll inventory. Consult the **F1** help, accessible from your software application, for more details.

Products - Multiple Item Input Template

This feature allows you to easily add multiple items that contain similar **Manufacturer, Supplier and/or Collection** information to your products file easily by creating a **template** with general product information. Select the item that contains the appropriate Manufacturer, Supplier and Collection information to use for the template. Once selected, click the **Multi-Item Template** icon. You can carry information from this product over the Multi-Item Input screen or you can choose to start from scratch. From here you can add colors, descriptions and pricing to use for multiple items. This is an excellent tool for entering area rug information.

July Specials

Classroom Training

10% Off
for the month of July



To enroll, contact Leigh Anne Workman at 800.701.7367 ext. 3295 and use code **07DBB** to redeem discount.

Bid Pro

15% off
for the month of July



You're Invited..

to take part in our upcoming **FREE** training/product education opportunity. Our **TECHNOLOGY EXPO** is in Denver, CO and being held on Tuesday, August 15 and Wednesday August 16.

Space is limited, so register as soon as possible.

Visit

www.rfms.com/expo
to Register



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Current RFMS users and non-users alike are invited to attend.

Pricing Materials... Helpful Tools



Add On - Store Specific Pricing

Store Specific Pricing is an add-on program that allows you to use the RFMS **Products** module to sell the same products at different price points in a multi-store configuration. Greater control over your selling prices equals greater profits.

Visit our Online Store at www.rfms.com/store/rfms_add_on_products.html for purchasing information.

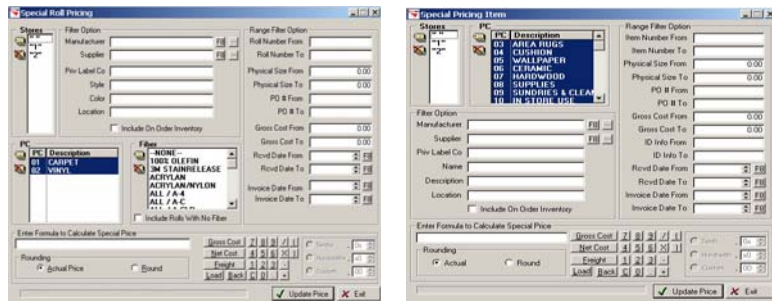
Store Specific Pricing is designed to allow:

- Tight control over selling prices at the Order Entry level
- Different pricing formulas for each store code
- Printing of price lists by store
- Entering price changes for all locations fast and efficiently
- Setting new prices for all products or modify only certain product prices

Inventory - Special Pricing for Rolls and Items

Easily add pricing information to multiple Rolls and Items.

This option allows formulas to be entered for Inventory that creates selling prices for rolls and items. Select the framing parameters and enter the appropriate formulas to activate the special pricing feature. The selling price appears in the **Unit Price** field. If a selling price currently exists, the new formula will replace it. When you enter an order in Order Entry, the Unit Price will automatically be pulled into the Customer Order. You are allowed to change the price for the customer line by clicking on the price tab and bringing up the formula from the **Products** module. This feature only adds or changes *selling prices*; costs are not affected. Be sure that the parameter, "**Allow Price Modifier**" (Public Parameters) is selected. If not, the unit price information will not be used on the Customer Order Line.



Products - Range Edit Pricing

Easily change pricing information in the Products module on a range of products.

Doing a range edit allows you to establish general product formulas that can be used for any or all inventory and alleviate the need of entering them in each individual **Product** record. When adding new products records, you can leave the Selling Prices blank and create them globally using this option. Here you can create up to six different product formulas and designate what records you want to apply them to. Select specific groups of records using the options available. The new formulas will automatically be exported to all of the designated records. EXISTING FORMULAS WILL BE REPLACED WITH ALL NEW FORMULAS CREATED USING THE PRICE RANGE EDIT TOOL. You may use this feature for Rolls, Items and Services.



Schedule Pro...Highlights



The Key to Smarter
Scheduling



Integration

Schedule Pro - Version 3.5.8

Private Parameters - Over the past few releases of Schedule Pro, the **Private Parameters** section has been expanded greatly. This enables the customized access per user. For example, a Salesperson can be set up for Read Only access, or a Service Dispatcher can be set up to view Service Only jobs on the Scheduling screen. Here are a few of the highlights:

Read-Only: On the Private Parameters screen, click **"Edit Read Only"** located on the first tab to enable edits on this option. Select **Always** to move that workstation or users into Read Only mode, or select **"Select on Open"** to be prompted on open for Read Only or Full Access. Read Only users will not be included in your Schedule Pro user count.

Setting Defaults to Skip Weekends and Holidays on Multiple Day Jobs: On the third tab of the Private Parameters screen, labeled **"Schedule New Jobs,"** there are three checkboxes to set up the defaults to skip Saturday, Sunday, and / or Days when all Crews are Scheduled Off. This can be applied on the workstation, by user, or to individual jobs.

Scheduling Grid Lines 1-5: The five lines of information that display for each job on the Weekly Grid usually default to the settings in the **System Settings** screen. Now you can customize your own personal view by editing the Scheduling Grid Lines 1-5 in the Private Parameters screen, **Default Filter Settings** tab.

Split Lines Tool – This tool enables you to easily split a job over multiple crews and / or multiple days, skipping weekend days if desired. Once a job has been scheduled, find it in any of the viewing screens and double click on it to open in the **Edit and Complete** screen. From here, click on the **Split Lines** button. Jobs may be split between up to 10 different crews. Define the percentage of the job that should go to each crew. On this same screen, you can enter the number of days you think the job should last and it will automatically split the quantity over the appropriate time span, skipping Saturday, Sunday, and days off per your job's default settings.

If you don't currently use Schedule Pro for your business, contact 800.536.7367 for more details on how to get started!

Schedule Pro - Order Entry

The following are parameters located in Order Entry, Utilities, Private Parameters and allow specific integration features between Order Entry and RFMS Schedule Pro. Consult the F1 help for more details. Remember these are Private Parameters and can be customized for each workstation or user.

Clicking the Schedule Pro Button on Order Browse will: (This button refers to the Schedule Pro button on the Order Entry toolbar) - Select one of the following parameters for interaction with the Schedule Pro module.



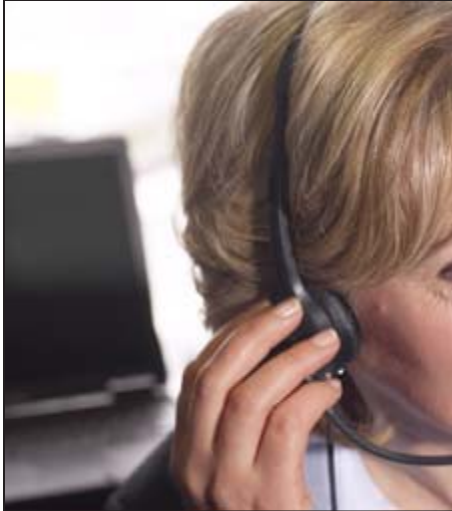
- Create Schedule Pro Alerts
- Open Schedule Pro for selected order

Create Schedule Pro Alerts for Edited Orders:

- Order Voided
- Order Line Deleted
- Order Line Added
- Order Style, Color, or Units Edited
- Order Quantity Edited
- Order Status Set to Cut or Reserved

Display Schedule Pro Alerts on Order Entry Browse

RFMS Educational Opportunities



E-Learning is...

an exciting NEW **cost-effective** internet-based training program that allows employees to learn and work at their **own computer** - saving on expensive travel costs and valuable out-of-office travel time.

Scheduled classes are 90 minutes in length. The cost is \$85.00 per session. Visit www.rfms.com/products/rfmsu/elearningschedule.php for class schedule. To register by telephone, contact Kimberly Lee at **800-701-7367 ext. 3298**.

E-Learning can also be used as a cost-effective alternative to on-site training. For more information concerning our **One-on-One Consulting**, please call Kimberly Lee at **800-701-7367 ext. 3298** or fill out our [online form](#).



Tuscaloosa Classroom Training

Traditional classroom learning methods have tremendous value and appeal. That's because in a classroom, students can ask questions, request clarification or explanation when it's needed and interact with a knowledgeable instructor who can help them understand concepts and terminology in terms of their own frames of reference.



Classroom training can be an affordable easy way to train several staff members at the same time. But consider carefully how the benefits of classroom training will mesh with the needs and learning styles of your staff. To do this, consider the following questions:

- Do you prefer to interact with others while learning?
- Do you learn best by doing?
- Do you require a distraction-free learning environment?
- Do you need to be held accountable for your learning?
- Do you work best in a structured environment?
- Do you prefer to have immediate answers to questions and an opportunity to talk about training content?

RFMS Classroom training is conducted in a state-of-the-art training facility located on-site within a successful floor covering store. In addition to learning the RFMS software programs, students will see first-hand the software being used in a real-world application.

For more information on classroom training courses and schedules, please call 1-800-701-7367, extension 3298.

July-August Seminars and Classroom Training

Seminars

July 12, 2006	In-Depth Financial Sem.	Minneapolis, MN
August 16, 2006	In-Depth Financial Sem.	Dallas, TX
August 15/16, 2006	RFMS Expo	Denver, CO

Classroom Training

July 17-19, 2006	Total Implementation	Tuscaloosa, AL
July 17-19, 2006	Total Implementation	Palo Alto, CA
July 20-21, 2006	Windows Refresher	Tuscaloosa, AL
July 31-Aug 2, 2006	Total Implementation	Tuscaloosa, AL
Aug. 14-16, 2006	Total Implementation	Tuscaloosa, AL
July 17-18, 2006	Windows Refresher	Tuscaloosa, AL
July 28-30, 2006	Total Implementation	Tuscaloosa, AL

Software Versions

Program	Version	Date
Accounts Payable	9.6.0.1889	1/04/06
Bid Pro	2.0.0.2213	3/31/06
E-Commerce	9.6.0.467	4/27/06
Human Resources	9.6.1.13	5/08/06
Inventory	9.6.0.1429	6/19/06
Multi-Pay	9.6.1.5	4/21/06
Order Entry	9.6.1.26	4/03/06
Products	9.6.0.518	3/31/06
PO Printing	9.6.0.4	08/08/05
Sales Floor Assist	9.6.1.10	11/15/05
Sales Reports	9.6.0.697	4/14/06
Schedule Pro	3.5.6	6/07/06

Welcome, NEW USERS!

We are very happy to have you as an RFMS client and look forward to helping you through the transition and the implementation process of RFMS.

Visit us on the web at www.rfms.com/support/newuser.html for details on implementation of your new system. This page is an introduction, or primer, for the RFMS website. The information on this page can be found at other places on our site but we've pulled together in one place the key things that new clients often ask about.

Sincerely,

Your RFMS Family!



B2B Supplier List

Over 340 Users Currently Enrolled



Active:	Committed :	In Test:
• Shaw	• BPI	• CMH
• Mohawk	• BR Funsten	• Tri West
• Beaulieu	• Dal Tile	
• Ohio Valley	• Longust	
• WM Bird	• RA Siegal	
• AI Tile	• Gallher	
• Adleta	• Case Supply	
• JJ Haines	• CDC	
• Florstar (NEW!)		
• Gulistan (NEW!)		

Contact David Marshello at 1.800.701.7637 ext.3306 to get started with RFMS B2B.

What's the News?

OVER 340 RFMS CLIENTS ARE USING B2B E-COMMERCE SOFTWARE...

WHY? Because B2B gives **YOU**, the independent floorcovering dealer the same technological capability as the large retailers and home centers by automating key business functions:

- Price catalog maintenance
- Purchasing
- Billing



In addition, RFMS B2B supplies:

- An up-to-date product catalog that provides your sales staff with reliable pricing for quotes and estimates and keeps your showroom priced correctly.
- Accurate PO pricing that improves the accuracy of product delivery dates and job cost reports.
- Increased productivity by eliminating the extra work and errors associated with processing documents manually.

Call 1-800-701-7367, ext. 3306