

DTE SOLUTIONS

The Down To Earth Software Information Newsletter

Helpful Hints

Spring Cleaning DTE reports



If you queue any DTE reports or don't have your "/>QDEL" printer switch set, the RPT directory can build up a long list of report files. Most of these reports are no longer needed and just taking up space. Here's what you can do to clean up:

The first step is to clear the DTE print queue

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~ DTE v3.5 ~ You can clear your DTE queued reports all at one time via System Manager > Files menu column > Clear print queue menu selection. There are no filters, however, so make sure all the Operators have printed the reports they need to.

~ DTE v7 ~ Using the same System Manager > Files menu column > Clear print queue menu selection, you can opt to clear reports for a single or all companies, (Operator) Unique IDs, and through a specific report date.

Once you've cleared the queue, you may still have report files in the RPT directory to manually delete. These files were left on your system by that missing "/>QDEL" printer definition switch in DTE. The report files can only be deleted from the operating system level and may require special system permissions.

For the future, you should add the **/QDEL** to your Printer definition, **Device** field for all spooled printers. DTE generates a report file on your hard drive prior to sending the job to the system queue/spooled printer. Adding the **/QDEL** to your device deletes the file after the printer is complete:

```
/QNAME=laser/QDEL
/QNUM=3/QDEL
```

To learn more about your printing options and settings within DTE, visit FAQ > Printer setup. 

www.datvsn.com/d2esupport/Printer-Setup.html

Fiscal Year End

The calendar year is over, 1099's and W2's are sent, and inventory is counted. It's time to think about your Fiscal year end.

Just before year end – Create your chart of accounts and accounting periods for the new fiscal year to allow other applications to continue in the new year. Within General Ledger, Miscellaneous menu column > Close/Open year

Function is Neither,

Copy chart – Yes,

Bring balances forward – No, and

<Enter> through Retained earnings field

Note – The new periods are based on the previous periods. Since 2008 was a leap year, remember to adjust the February period back to include only 28 days!


Ready to Close – Even if adjustments come later, that's OK. You can re-open the old year when that happens. Remember, all periods must be closed and any **Accrual type** journals reversed for the last period before the year can close. This time, choose **Yes, Copy chart AND Yes, Bring balances forward.**

One last thing after closing – Change the Current fiscal year Control (CURFISCALYR) to the new year via the Company Maintenance menu selection.

Three months later... – The auditor's adjustments are ready. Open the year, open the last period, enter and post your adjustments, close the last period again, close the year, and bring balances forward again. You're done!

Optional Budgets – Set up budgets based on existing budgets or account balances via Miscellaneous Menu > Create budgets. You can opt to inflate up or down, by dollars or percentage and/or consider values or averages.

Setup individual accounts with an annual value split between periods or enter individual period values (or both) via Maintenance Menu > Budgets.

Create up to nine revisions and analyze the values with the Budgets report. Or compare budgets within the financial statements by defining the print position of any of the budget amounts, variances, percents or dollars. 

www.datvsn.com/d2esupport/General-Ledger.html

Frequently Used Geek Terms

What in the world is a CAPTCHA?

You've probably seen one and if you've submitted an online form, most likely even used one.

A *CAPTCHA* is just a tool... an online tool many websites are using to try and cut down on spam

produced from automatic submitters. Only humans can decipher a CAPTCHA. (Visually impaired humans are sometimes unable to correctly submit the answer so many sites offer an audio alternative, too.)

Spammers send "web-bots" to search the internet for e-mail addresses they can use to send junk mail (spam). Why? Because they can. Web-site forms are a great resource for automatic submissions. By inserting a CAPTCHA into the web form (see below for a sample), it helps make sure that a person is filling out the form, not a web-bot.



Loosely translated, the acronym was coined around the turn of the century as "Completely Automated Public Turing test to tell Computers and Humans Apart." As early as 1997, primitive concepts were applied by displaying an array of pictures and asking the user to choose a certain image. More current web-sites use a letter/number combination image.

So if you're required to solve a puzzle before submitting an online order or form, don't be concerned. The company you're doing online business with is just trying to determine if you are a friend or foe!

Simplify Your Mouse Clicks for Internet Linking



Tired of all that double clicking? Simplify mouse clicks by changing the Double-click to a Single-click with a single My Computer setting.

The standard Windows setting within My Computer ► Tools ► Folder Options ► General Tab is "Double-click to open an item, (single click to select)." Change this setting to "Single click to open an item (point to select)" to simply hover over the name to select and only click once to execute the link.

Weird and Whacky

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Occasionally some weird and whacky situations pop up, even in Down To Earth. Below are just a few strange ones encountered by our support team along with their solutions...

- **When I print using my API function, the report file appears on my Desktop as an icon instead of printing on the printer.**

Various versions of MS Windows® require that you specify the "Start in:" folder within your desktop icon. If no folder is defined, some temporary files like API print files, are placed on your Desktop as the default location. To resolve, Right click on the DTE icon, choose "Properties," and enter the path and folder of the DTE executable. For example, "C:\Program Files\dte70\exe" as the folder name.

- **I'm printing checks to my new HP LaserJet 1012 printer but all that prints are the words "Unsupported Personality," no checks.**

HP 1000 series of printers are called "host based" printers. They do support GUI interface but do not accept PCL or ascii text instructions from your PC. Windows software and DTE for Windows API function send GUI printer instructions. Printing direct to a host-based printer from within DTE send ascii instructions. Therefore checks, statements, invoices, and reports requiring special escape coding will not print to this type of printer.

- **The message, "Record has been changed by someone else, process aborted" is displayed when I try to update a record.**

This usually happens when the same UID code has updated the record from a different session or PC. The same operator might be logged into DTE from two different terminals or two sessions on the same work station. The easiest method to resolve this is to have the operator in question log out of all sessions of DTE. Then have one operator return to update the record as needed.

Web-links:

www.datvsn.com
www.datvsn.com/d2esupport

DTE Technical Support:

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