

DTE SOLUTIONS

The Down To Earth Software Information Newsletter

Helpful Hints

Adding New Chart of Accounts

It's not something done often and is easily forgotten. Adding a new account isn't difficult, but the below Helpful Hints may make it easier next time you have to do it.

What number to use – The first step is to decide on the new account number and fit it into the correct accounting area of your chart. Choose a new number similar to others in the same area on your financial statement. Notice the Account type of the similar accounts as you'll need it in the next step.

One or two Division/Department codes – Most accounts are defined via the General Ledger >> Maintenance menu column >> Chart of Accounts >> Add new record. Be sure the **Account type** field value is the same as the other accounts surrounding the new one on the financial statements.

All Division/Department codes – To define all the division and/or departments you have at the same time, choose General Ledger >> Miscellaneous menu column >> Create account(s) >> and enter **Yes** for the last two field prompts to add Division and Department codes.

Verify financial statements – Verify the account number is included in the financial statement by printing "Financial statement formats" from the Reports/Inquiry menu column. Check the respective format name **Account** or **CONsolidation** account range (starting/ending accounts) and **Type** to insure it matches what you entered and on your statement(s). You're Done!

Announcing... Web^{DTE} Designs

The small business answer to BIG website design

As was done with our first accounting software 30 years ago, Datavision/DTE Solutions has recently started a new service for small businesses – web site design.

It is absolutely imperative that even the smallest of business create an internet presence in today's world. DTE Solutions offers its resources as a means to assist. So for those that don't have the expertise or resources to create their own web site or pay a large consulting firm their pricey fees, DTE Web Designs can help.

The basic web site package includes **Home, Contacts, Site Map, Privacy/Terms of Use**, and up to three additional web pages. Standard features include a choice of many style sheets, pre-designed graphics (or your own), menu, search site, one submission form, breadcrumb (list of pages that got you where you are), and Google Sitemap monitoring for higher ranking.

All pages are designed and analyzed for the most popular related keywords, visitor readability, Search Engine Optimization (SEO), and content.

And for those interested in Do-It-Yourself web site design, we offer a free online newsletter and Reference Notes assistance for our recommended Web Design software –



XSitePro2.

www.dtewebdesigns.com

Frequently Used Geek Terms

DTE Logicals

This quarter's issue of FUGT jumps back to cover some terms related to Down To Earth called "Logicals." In order for Down To Earth to run on a variety of systems and platforms, Logicals are used as a sort of nickname for the location of program and data files on your system.

The same DTE Logicals are used for everyone. For example, all DTE customer's data is found in the **FIL** logical directory and all utility programs are in **UTS**. The exact path and names of the directories are assigned to the logicals within a login or program initialization file.

The standard installation example below (windows environment), shows you that

- All executable files (the actual running programs) are in:
EXE= c:\progra~1\dtdev70\exe
- The specific data files are all in:
FIL= c:\progra~1\dtdev70\fil
- Queued reports are always written to the:
RPT= c:\progra~1\dtdev70\rpt
- The temporary area where DTE creates work files or where posting log files, etc are kept is in:
WRK= c:\progra~1\dtdev70\wrk


There are other Logicals used by Down To Earth for utilities, source programs, messages, and the like. And, you can define your own system logicals and use those within DTE, too. (Contact your system manager for a list of your uniquely defined logical assignments.)

For example, HOME is often used for the login directory of a unix or vms system (HOME=usr/steve). Or EXPORT as the directory for all DTE exported reports or data files (EXPORT=usr/dte70/export).

Where do you create and find these logicals?

As mentioned above, they are usually defined in a login or program initialization file. The type of file depends on your type of system.

- Windows environment carries the logicals in your **synergy.ini** file (initialization file)
- A UNIX system holds the logicals in a **.cshrc** or **.profile** file
- The VMS OS establishes them in each **login.com**, a system wide **syslogin.com**, or other command file.

If you're unsure of the logicals you can use, contact your system manager. If you don't have a system manager, contact DTE Technical support for assistance. 

New Telephone Numbers for Down To Earth Solutions & Datavision home office



Due to technical requirements, Datavision & Down to Earth Solutions relinquished their telephone numbers of over 30 years for a new area code distinction.

As of May 2009, our new Sacramento home office telephone numbers are:

VOICE -- 530-387-3575 FAX -- 530-387-3587

No Income Reporting Form Changes for 2009

Good news! According to the samples provided by the IRS, there are no form changes to the W-2, 1099-MISC, 1099-DIV, or 1042-S (foreign income) forms for the 2009 reporting year.

If you are filing with the SSA electronically, there are also no changes required in the submission file/record layout format.

AccuWage 2009 is available for download and testing. You can print a sample of 2009 year data or use a sample file from 2008 for verification. (Last year's file will note the different reporting year as a possible error.)

For additional sample forms, information, or AccuWage 2009 download, visit:

www.irs.gov/pub/irs-pdf/

www.ssa.gov/employer/accuwage/

Web-links:

www.datvsn.com

www.datvsn.com/d2esupport

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