



1-Minute Newsletter – Jan/Feb 2014

There's a lot going on these days for everyone so we thought a newsletter that you could read in one minute was a good idea. For those of us in the north, the concern is whether there will actually be a spring and summer this year – every time we turn around the weather forecast threatens sub-zero temperatures. But that can actually be a GOOD thing for the business office: it can offer you more opportunities to convert your Club Office system to our new version which uses the new Access database engine!

Have You Converted Yet?

So far, about a third of our customers have converted to our new system. We wish the number were higher but it seems that most folks want to do it on a Monday and, well, there are only so many Mondays in any given month. And if it falls near a month-end billing cycle, it's usually not a viable Monday to use. But that leaves open Tuesday through Friday of EVERY week, and we're glad to do it on those days, too!

We've also had a few cancellations or postponements, and that's quite unfortunate because if we've held a date open for you and you cancel, that turns into a wasted day that perhaps some other customer could have used – and it turns into an expensive cancellation indeed – especially if it was a Monday!

Conversion to the new system is extremely important as Windows XP is going out of Microsoft support this

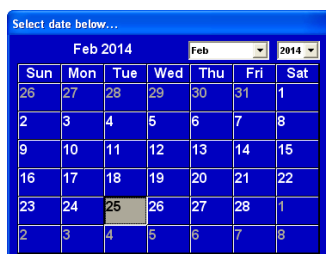
spring, which means new computers you may install will have either Windows 7 or (*gasp!*) Windows 8 installed on them. You will need the new software for these new 64-bit operating systems because ALL 64-bit versions of Windows present multiple, serious issues when dealing with the older, 16-bit Access database engine. We created the new software to meet the ever-changing world of Microsoft Windows and you will need it.

We require about a 4-hour block of time when your system is quiet and inaccessible to all users to perform the conversion and no, it's not something you can do on your own. We have to do it for you. Call our office to schedule your conversion today! (952) 941-0855.

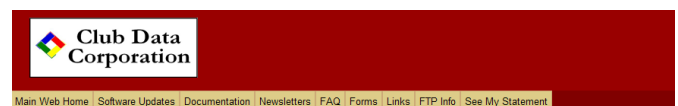
Software Updates

Starting in 2014, the Club Office software updates page on the Tech Support web site is divided into two main areas, and each area is specific for the version of Club Office you're using: Those who have NOT converted should use the purple (left) side for their updates; those who have already converted should use the green (right) side for theirs. If you are unsure of which version you have, simply start up the software and open the Accounts Receivable module. If the blue calendar like the one on the left below appears, you have the OLD version and you should use the purple side of the software updates page. If the white calendar appears like the one below right, then you have the NEW version and should use the green side of the software updates page. There, that wasn't so hard, was it?

OLD version



NEW version



Club Office Software Updates & Patches

[Current Updates](#) (be sure to scroll down the list for any new items by version date!)

If you're confused about what updates you need, please call or email [technical support](#)!



IMPORTANT: YOU MUST INSTALL THE PROPER SOFTWARE FOR YOUR SYSTEM AS FOLLOWS:

If you have NOT converted to the new Club Office yet, use the PURPLE (LEFT) SIDE of the chart below.

If you HAVE already converted to the New Club Office, use the GREEN (RIGHT) SIDE of the chart below.

For customers who have NOT YET converted to the New Club Office, choose your updates below:

Download Now Club Office Update 14.01.01a

Instructions: Click on the DOWNLOAD NOW button and either choose RUN or SAVE AS to save it to your computer. It will default to install to the P:\COCO folder; change the destination as is necessary for your system.

This update will cause your system to go into a database update so be sure all users are OUT of Club Office before you install this update.

Note: Because we have changed to a new database engine, this older version of the software has been locked and no modifications to it are planned. All software updates and new features will be made to the new version instead. If you have not scheduled your software conversion to the new database engine, please call our office right away and select a conversion date.

For customers who have already converted to the New Club Office, choose your updates below:

Download Now Club Office Update 14.02.25a

Instructions: Click on the DOWNLOAD NOW button and either choose RUN or SAVE AS to save it to your computer. It will default to install to the P:\COCO folder; change the destination as is necessary for your system.

This update will cause your system to go into a database update so be sure all users are OUT of Club Office before you install this update.

Changes in this version: ARMASTER: fixed typo error in a variable assignment for transactions tended with "our gift card"; EMPLOYEE: fixed bug that prevented consistently saving employee notes; EOMEDITOR: replaced export function with more user-friendly export system; EventMgr: added class code to billing account pane and daily event count to calendar view; INVENTORY: added select by group code reports to movement menu; RPTGEN: added large-format label option for membership label reports (Avery 5162 or 8162, 2 across, 7 down); VENDOR: changed 1099 printing to better allow restarts.

Topics for future issues...

Firewall Effects on Your Workflow, User Account Control, Tip Splitting Ideas and Tools, Cloning Registers, Shared Printer vs. Network Printer, Network Mapping, FTP ideas, the "Cloud," more...