



Q-SYS Matters



Autumn 2010

Features

■ ARCHIVE YOUR OLD DATA

Take advantage of our autumn offer to create an archive system and streamline your Q-SYS database

■ TRACK ASSETS

Learn how you can use Q-SYS to keep track of equipment and satisfy auditors at the same time

■ AUTOMATED EMAILS

Find out how to customise email footers

■ DYMO LABEL PRINTERS

We've extended our support to these commonly used, low cost printers

■ EXCEL OUTPUT

Make sure you save in the right format

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ARCHIVE YOUR OLD DATA

When we upgrade your system we always offer to create an archive copy of your older data and then delete it from your live system.

This reduces the size of your databases, enables optimises to be performed more quickly, and removes out of date data, whilst still leaving it accessible in case of query.

If you've not upgraded for some time, you may feel you have too much data in your system, so we're offering to create an archive and delete the data for a specially reduced cost.

Send us a copy of your application, from this we will create an archive copy of your application. Then on an agreed day we will log in to your server remotely, delete the old data which has now been archived, optimise your system and set up a new service for access to the new archive system.

As a special autumn offer, we're offering to do this for a fixed price of £395.

Let us know if you are interested, or if you'd prefer to have a full upgrade then we'll carry out the archiving free of charge as part of your upgrade!

ASSET REGISTER

You all have to keep track of equipment in your control. In the case of laboratories, you may need to maintain a list of equipment for laboratory accreditation too.



Did you know that Q-SYS provides a database to help you log and track every item?

This feature allows you to enter a unique ID for each item, which could be a barcode scan from a label like the one above. You can also enter a description, serial number, supplier's product code and warranty information, location, purchase details, testing information and extensive descriptive notes and pictures.

You can group assets into different types for ease of management, and the usual reports and queries are provided.



Let us know if you would like this feature switched on, it's as simple as

that...





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Did you know?

You can use Q-SYS to maintain mailing lists which you can then use to generate labels or even lists of email addresses to paste into Outlook.

Latest Q-SYS versions can be set to check for backup and database errors each morning and email us, and you, to let you know

Fresh produce packers using our PQC module will be delighted with our new shelf life option, that controls shelf life testing results and prompts you each day that samples need to be checked

The latest version of Q-SYS allows you to compose and send secure messages to other Q-SYS users. Delivery is guaranteed the next time they log in.

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CUSTOMISING EMAIL FOOTERS

When Q-SYS sends an email (either automatically or manually) it adds any text you've specified for that workstation; you set this in Workstation Setup:

Message Footer Any queries about the email, contact us on 020 8647 0666.

Now we've provided a set of variable @ commands that enable Q-SYS to insert variable text as well. For example,
For any enquiries regarding this sample please email @sendermail

will add the sender's email address to the footer. Other commands are available and we can add extra ones to suit your particular purposes if needed.

DYMO™ LABEL PRINTER SUPPORT

The latest release of Q-SYS includes support for DYMO label printers. These popular, low-cost printers and handy for low-volume use for address labels and similar purposes.

(We don't recommend them for high volume labelling of petri dishes, samples etc).

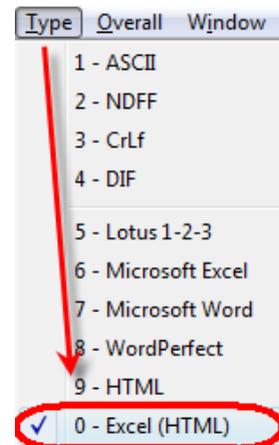
The new features mean that you can print customer address labels etc direct from Q-SYS with a mouse click.



Different label formats are also supported by our software.

SAVING Q-SYS EXPORTS IN EXCEL™

When we design exports in Q-SYS we normally use Excel HTML format.



This creates a spreadsheet with clear horizontal and vertical lines, and makes them easier to read.

If you edit and save the spreadsheet in later versions of Excel, then we suggest you

use the *File—Save As* menu option and select .xls or .xlsx as the file format. Otherwise Excel may save a multiple set of HTML files, which you do not want!

