

2008

Rakefet News

2008

TRANSPARENT SOFTWARE, INC.: 2639 N. ADOLINE, FRESNO CA 93705 USA

Rakefet News

Rakefet Upgrade — Version 4.86!

We are pleased to present the latest CD update to Rakefet, version 4.86. Before I list some of the improvements, I want to remind you that we make intermediate updates available to download from our Web site as they are ready. So you don't have to wait for the CD to get new features and bug fixes. If you want to be notified by e-mail whenever a new version is available, please send a request to vic@rakefet.com from the address at which you would like to receive the notifications.

As always, there are many, many changes since the last CD, and I'm not going to try to list them all. If you want to see a complete list, go to www.rakefet.com and click the link to the Change List.

One thing that you will immediately notice is that the automatic resizing of Rakefet's windows has changed to better fit the large and wide-screen monitors that have become popular. We hope that this will make it easier to use.

We are also keeping up with Microsoft, and have converted the Help file to a format that works with Vista, just like the rest of Rakefet! And we've also taken the opportunity to completely go through the Help topics, updating and improving them.

Another change forced by the rapidly changing technological landscape involves Quick E-Mail. Instead of sending one copy of the message with multiple blind copies, it sends each message individually. It also sends these individual messages in batches. All this is to defeat the ridiculously low limits put on mass e-mail by ISPs who want to say they are doing something about spam! In 4.86, by the way, we've restored

the automatic copy of each quick e-mail that is sent back to your own address.

By popular demand, it is now possible to track letters and e-mails – to whom did you send them and when. Of course you can choose which letters and e-mails that will be included.

It's also possible to memorize a Payables invoice for each vendor, and recall it later. That will save time with recurring payments.

Backup / Restore has been changed to be simpler and less error-prone, especially if you are using it to transfer data between several users. And...you don't have to kick all other users out of Rakefet to do a backup! Backup will run as long as no user is in Edit mode.

There is a new feature to change the active Data Path on the fly. You can use this to select separate databases (clones) and to recover from installation errors.

The check-writing function now looks for a comma in the vendor name, and reverses the name if there is one. So if you put "Smith, John" in the vendor file, the check will be addressed to "John Smith" while he will appear as "Smith, John" in reports. **Important: you must go through your vendor file and remove other commas.** For example, "Transparent Software Inc." **must** be entered without a comma before "Inc."

You now have the option to show Torah portions either according to Diaspora or Israeli customs (Setup / Defaults).

All field locations on the check (or cheque if you prefer) are now adjustable. The only limitation on the

layout of checks used with Rakefet is that the stubs must be on the top and bottom and the check in the middle. There are built-in defaults for Canadian cheques in accordance with the new Canadian standards.

There have been several changes to the Security / Audit option, including new separate privileges for database deletions and for bank reconciliations, the ability for read-only users to set report options, etc.

Speaking of Bank Reconciliation, the function now indicates when a transaction has reappeared in the window after being cleared as a result of editing.

There are lots of report improvements: Payables (450) now shows all invoices open at the end of the selected period whether or not they are open now; Receivables by Family (262) now has a summary mode that prints only one line per family; a Variance column has been added to the Budget Progress report (270); Vendor reports (451-454) have an Employees Only mode, and they now indicate if any restrictions (1099, employees) are active when the report was printed. And several new date options have been added to the Quick Date Setup on the Report Setup Window.

There are also some brand new reports available: In Budget, a Prior Year Comparison (YTD/MTD), (278) has been added. There's a Short Yahrzeit List (349) intended to be read from the pulpit, and the Letter / Email Tracking report (170).

There are many, many other changes. I hope you will discover that your favorite was included. If not, don't despair, we are always making improvements!

- Vic Rosenthal

Dear Lise

Dear Lise,

With gas pushing \$4/gallon, many of our volunteers are inquiring about telecommuting to their synagogue responsibilities. Can our people use Rakefet from their homes? Would we need a multi-user license?

--Die Grine Kusine

Dear Greenie,

If you only need one computer running Rakefet in your office, you don't need a multi-user license. There is software out there, PCAnywhere and GoToMyPC, to name two, that will allow you to access your data remotely. The synagogue computer should be left on overnight to allow the Financial VP to assess dues at 3 am if he can't sleep. Another possibility is for all the volunteers to install Rakefet standalone on their home or office computers. When a volunteer plans to work on his task, he should e-mail the synagogue office and ask for a backup. The secretary should not enter any new data on the office computer after she makes the backup—indeed it is an excellent idea to stick a post it note on her monitor to remind her that her live data is “out of the office.” The volunteer can restore the backup on his home computer, do his work, make a backup and e-mail it back to the office before morning. The secretary can then restore the backup, remove the post it and be on her merry way. The advantage to this method is that it is free. The disadvantage, obviously, is that all parties have to be exquisitely aware of where the live data is at any given moment, as restoring a backup is a *complete* replacement of the data.

For people who are not entering new data but working with existing data—birthday congratulations, yahrzeit letters etc., they can receive and restore an up to date backup before they do their work, but since they are not changing any data, they do not need to send one back—which means that the secretary does not need to interrupt her own work. In either scenario, it is of paramount importance that all parties be running the same version of Rakefet.

~

Dear Lise,

What family code should I give someone who is deceased?

- Morticia in Montgomery

Dear Morty,

You shouldn't give them any family code. The database is for live people. Just like you wouldn't leave Uncle Solly's mortal remains propped up in the recliner in the den, you do not leave him in the database. He's not going to make any more donations, he's not going to sponsor an oneg, he's not going to serve on any more committees—delete him. The financial transactions he made during his life will be posted in the General Ledger with the same date and the same account number, leaving your financial records unaffected. For a number of reasons we do not delete the yahrzeits associated with a family at the time of deletion, so before you delete the deceased member, you will want to look at his own yahrzeits. If his relatives have a plaque on your wall or have other relatives in the community saying kaddish for them, you'll leave them in place. If this is not the case, you may wish to delete them manually, one at a time, before deleting the deceased member. Before deleting, many people print out Database Report 161 and file these pages alphabetically in a binder. Report 161 is all information about a family ex-

cept for financial. Sometimes grandkids show up or telephone looking for Zeide's Hebrew name or exact date of death and it's nice to be able to accommodate them. But leaving dead people in the database sooner or later leads to someone mailing them and soliciting them for Shalach Monas or ads in the yearbook, and when the post office laboriously forwards it on to the next of kin, you'll look both foolish and callous.

~

Dear Lise,

We send out a quick e-mail on Thursday reminding the congregants of what's on for the weekend—if it's an early service, if we're having a speaker or a bar mitzvah, if there's an activity on Saturday night. It's really been helpful and reduces the amount of phone calls I get on Friday afternoon, when I'm most rushed, asking about these things. But last week we had a congregant die on Friday afternoon, and the funeral was scheduled for Sunday morning. We e-mailed all the families at their family e-mail, but for several families that was someone's work e-mail and they had already left by the time it went out. A few people did not hear about the funeral until Monday morning. Quick e-mail is such an improvement over phone trees, but is there some way I can address this scenario?

- Apologetic in Appaloosa

Dear Lucy,

You will notice that next to the three e-mail addresses, Family or Company, Member 1 and Member 2, there is a little box that says Family View. The default is that Family or Company is checked, and Member 1 and Member 2 are not. But if the Greenbergs would prefer to get multiple messages about movie night on Motzei Shabbos rather than to miss hearing about a life cycle event, they can authorize you to in addition click Member 1 or Member 2, or both. This can result in their getting up to three e-mail messages at three different addresses, insuring that wherever they are, they are up to date.

If you are sending an e-mail from an individual view, Rakefet will look in Member 1 or 2 and, if it does not find an address, it will send to the address in Family or Company. If you are in a Family view when sending, as you probably are most of the time, it will send to the one, two or three addresses that have a check in their box.



- Lise

Extreme Word Scramble & Word Find

1. KABN _____
2. TKFEEAR _____
3. ITADU _____
4. EOKRNWT _____
5. CIUSEYTR _____
6. ASCESLS _____
7. LREEECBVAIS _____
8. IAEZHRTY _____
9. ORYIKZ _____
10. PAEAYLBS _____
11. AAADTBSE _____
12. RTPORE _____
13. DIET _____
14. PRREEEEFCNS _____
15. PRIINGNT _____
16. CRNEHDIL _____
17. VEWI _____
18. UACTCON _____
19. LFAIESM _____
20. MMREBE _____
21. UDES _____
22. NORFSE _____
23. UIRMP _____
24. DARA _____
25. EFNUDR _____
26. EDLGRE _____
27. APYLLRO _____
28. LIITYABIL _____
29. DNOONTIA _____
30. VCOUERT _____
31. AWSOEFTTR _____
32. ATAD _____
33. RENSHILATIOPS _____
34. FTEILR _____
35. EVIW _____
36. OCATALLE _____
37. ROST _____
38. QUYER _____
39. COSED _____
40. INGRITTEY _____
41. BGUDET _____
42. CADALENR _____
43. JWISHE _____
44. VORENDS _____
45. SCOHOL _____
46. DONU _____
47. SECHDILNUG _____
48. TNAGGGI _____
49. AHNAVA _____
50. PWSSDAOR _____

:o)

SCBABTEAPAWSCSCHOOLSCHOOLNEWYAHRV
CRSBJEVUDGETVCSIMIAMIDORSJEWISHI
PNTGRETEARLHELLOVENDORSNETDARTRE
CODFISHACCOUNTCQWERTYQWERTQWERTW
OABUDGETOBANKORWKNETWORKCHILDREN
DNLPUPPYSKITTYKATVDATEAVASEHTPAYD
EJUESASROFABRICYYIUOPTIONWWWALOR
SKOLNAORRALLOCATEEEECANDLEHOLYRRE
HOLIDDRDTUPOIREWQWSCSINYBROWARNE
HANUKKAINTEGRITYNITYGRITYIZDBEFA
BIRTHDARQUERYAUDITADAREEDITCDLFTR
RADENCALANAVAHGEVURAHUEACCOUEUGU
MARRIAGEOFFIGAROPRINTINGOPTISNDE
EMMEPFACCOUNTDADAPAINTPPMUSICMAN
OPEPFITOSCACANADASDFGHUATELDENVE
QWMOILREFUNDFUNPOIUYTRYTHORNHIL
UIBRLTWARELASDFGGHJKLKIRMEXICOCI
POETTEPAYABPREFERENCESMOLOSANGEL
GURQWRLEDGERERAWTFOSOFTWAREPACMA
RONORCITYFIELWTYUPLKJHGFDSAHUDSO
RERFEETCLASSESBEATLESMARTHASVINE
EELEBROOKLINEDONATIONBOCARATONFL
LDLAPCOUVERTNEWORLEANSGOOGLEFAQQ
WAFATARAKEFETFRESNOSEDONALASVEGA
TSTBVIYMANCHESTERHORNHILLQWERTY
IZADSIORPUERTORICOASDFGHJERTYUWE
OPYUIFONOYIKZORMEOWFAMILIESUPWCP
NAGHJHDSSLLIABILITYYHRZEITNAOEA
QWERERTWSHLPAYABLEDATABASEGDSRLS
ZXCVCVBNMIAUCKLANDSECURITYOSRLS
DIVADOGSDFIPSANFRANCISCOTAGGINGW
GHJSDFGHJSDPSRECEIVABLESBANCOHAO
SCHEDULINGAAPLEIPHONEWINDOWS
SMR
IPODPOSTAGEDFYSUANYEOFPAHFYDSMID

Rakefet Directory



Lise
Marketing...
Chart of Accounts Queen
lise@rakefet.com



Melissa
Technical Support...
Arias & Network Problems
melissaw@rakefet.com



Vic
Development...
The Unexpected Error Sherriff
vic@rakefet.com

Transparent Software, Inc.
2639 North Adoline Avenue
Fresno CA 93705

559.226.5147 rakefet@rakefet.com www.rakefet.com



Creative USB Drives. ..
And you thought technology was boring! ;OP

What a Bargain!

Transparent Software is committed to helping you keep your administrative costs down. By designing clear and easy Receivables reports, we help you make sure that the dues dollars keep flowing in, and our insightful Budget and General Ledger reports help you keep your operating costs under control. But in order for us to be at the other end of that tech support line, we're going to have to raise the price of your annual maintenance, something we have avoided doing for three years, even as the cost of doing business has risen.

Beginning July 1, 2008, AMA for the basic program will cost \$275 a year, with a multi-user license, \$325, and with the Security Audit Option, \$350. But it's still the best bargain around.



JumpDrive*Jive

Fasten your seatbelts for your personal data transport trip...

This method of traveling will be much faster than your previous teleporting efforts. So sit back and enjoy the ease...

Okay, I am hooked! Besides loving my iPhone and my iPod, I have to say that I also love my JumpDrive, a.k.a removable USB (universal serial bus) stick drive. If you have not investigated or invested in this little creature, please do so. I highly recommend it for data storage. However on your hunt, they sometimes go by many aliases for example the ones listed above, as well as Flash Drive and Thumb Drive.

I believe the USB drives rise to the techno front these past eight years is only the beginning. They are small, lightweight, removable and can hold onto gigs and gigs of data... Some can even play music! What is also great is that you usually don't need any addition software to transfer data to and from it, like the clunky CD-R/CD-RWs and DVD-R/DVD-RWs. Yes, I did say clunky! So, if you miss the ease of the floppy disks and the size of the old Zip disks, just think of the USB stick drives as their techno savvy grandkids. If you glance at the pics I included here or Google them, you will see they can come in an array of fashion trends that can meet your needs... Bracelets, key fobs for key chains, stuffed animals, sci-fi robots and even faux food like sushi! So whatever your bling level is, go check them out! They are pretty wonderful. I am sure you will find the USB drive of your dreams.

-Melissa :O)