



Happy Holidays!

Wishing you and your family a safe and happy holiday season.

- from all at Thoughtful Systems

Your Software Can Make You Money

Are you getting the most out of your **Scheduling Manager** software? Used to its fullest - it should be making you money!



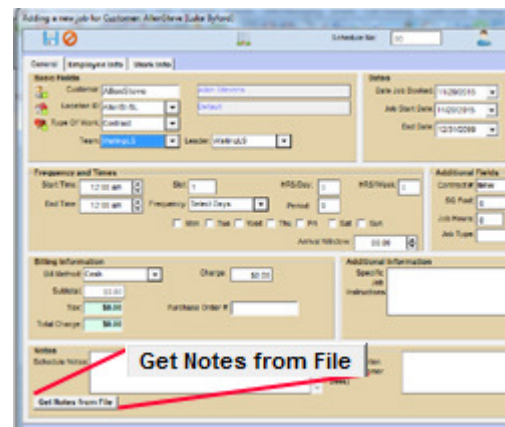
Sometimes, we learn some users are only using about 40% of what the **Scheduling Manager** software has to offer.

We work together with such users and, by understanding their businesses and their particular goals, we can show them how to use the extensive set of tools currently in the software to achieve their ends.

Sometimes, the needs of one user are unique, and then we might design

Did You Know? Job Notes Templates

Have you ever noticed the "Get Notes from File" button on the Add Job Screen and wondered what it is?



This feature is very useful if you have different, standard sets of notes you often want to use on jobs.

You can create different "Job Notes Templates" files that you can import directly into the job notes. Once they are imported, you can alter them as you please.

something specifically for them. Give us a call to discuss your needs.

Previously these Job Notes Templates had to be special .JNT files. With the latest update, you can now use regular .TXT files, which means you can create the template files simply using Notepad!

Additions and Updates:

There are additions and updates to the **Scheduling Manager** all the time. Here are a couple of small, but very useful, recent additions to the software you may have already noticed:

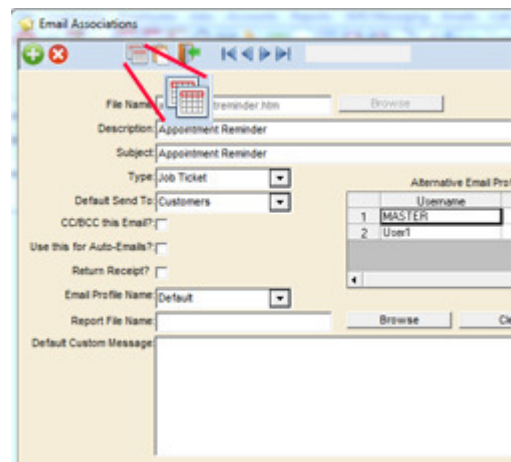
Defaulting Customer on "Add Job" Screen

This might sound like a small thing, but it's going to save a lot of time for many of our users. Previously, if a customer called, often you would go their record on the Customer Information Screen first. If they then wanted to book a job, if you went to the calendar, found a time slot for them and clicked to add a job you would have to re-select the customer. With the latest update the software will now "remember" the last customer you searched for on the Customer Information Screen so that you won't have to re-select them!

Copy Email Icon

It's now easier than ever for you to customize emails yourself! With the latest update, the "Copy Email" icon (located at the top of the screen on the Email Associations window) will enable you to make a copy of an existing email template.

Once you've made the copy, you can make whatever changes to it you want!



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