

# **VISUAL NEWSLETTER – OCTOBER 2012**

## **Windows 8 News**

Microsoft began shipping Windows 8 on home computers on October 26<sup>th</sup>, a little ahead of earlier estimates. So far the reception for Windows 8 has been a little lukewarm. The interface is substantially different from that users are familiar with and looks just like that seen on Windows phones in recent years.

It consists of multiple coloured squares that correspond to categories of actions that you may want to perform. While you can still use a mouse many devices and laptops are now coming with touch sensitive screens so that you can select an item by simply touching the appropriate square on the screen.

To some extent this is the beginning of an attack on the dominance of the i-pad with numerous tablets coming out with Windows 8. Laptops are also adapting Windows 8 as they are easier to migrate to newer touch screens.

For all intents and purposes the business community is not likely to adopt Windows 8 in the near future. In browsing the Dell web-site under the business section virtually all of their business computers are still shipping with Windows 7, which has finally been widely accepted as a solid business platform.

Windows 7 will likely ship to the business community for several years unless Windows 8 takes off in popularity which is not likely to happen. Businesses like standardization and must contend with issues such as software compatibility which are much more significant when you must upgrade multiple computers.

We have purchased a copy of Windows 8 Professional Edition 32 bit and will be testing it for Libra and other software compatibility in the next few months, as time permits, but for now we are only recommending it for standalone operations that do not need to run older software if you really do want to try it.

## **PDF Forms Interface**

We now have a modification available that can convert all of your Libra printing to screen to take advantage of newer print to PDF form capabilities. Printing to PDF allows you to adjust magnifications, print reports to any Windows printer and save and email any Libra report to your bank or accountant. It can be activated at a modest cost if you want to try it.

We also recommend converting all posting documents to PDF stored documents to save paper, toner and the time spent filing them.

PDF forms in the form of Earnings Slips, Invoices and Purchase Orders can also be automatically e-mailed to save on printing and courier costs. These forms can resemble simple text based reports or can be dressed up with optional software to include graphics, logos and other more professional touches.

## **Digital Photocopiers**

Most new digital photocopiers can be used as network printers and if they support PCL, they can be used to print Libra reports and documents. This is particularly useful for long reports and those that require legal paper as this may be available in an optional tray on the photocopier. Many copiers are likewise able to duplex and print on both sides of the page to further reduce paper costs. The final advantage can be found in reduced toner and maintenance costs as photocopiers often have much larger toner reservoirs and maintenance is often included in your monthly charges.

## **Crash Plan Backups**

In recent months we have had several computer hard drives fatally crash. Were it not for the Crash Plan backups we had implemented, all of the users would have lost their personal files and e-mail. This is an inexpensive and reliable backup to implement.