into the accounting system and the RO in about 30 seconds. That's productive efficiency no other management system at any price can match. Note that whenever you see a button represented like "(E)stimates", the letter in the () means you can just hit that key on the keyboard.

A 3rd party accounting package on any body shop management system is a mistake, and most management systems we are aware of have made this mistake. The closer your accounting is to your jobcosting and RO closing procedure, the more accurate and responsive your data will be. A 3rd party or generic accounting package will not operate as a body shop operates. For instance, receivables need to be tracked by Insurance Co., Adjuster Name, Claim #, RO #, and Customer Name. Once the money is received, notation must be transferred back to the closed RO and made a part of that electronic file. Similar issues effect payables, check writing, and auditing. We are aware of no 3rd party or generic accounting package which can handle these types of transactions so that your company's controller can guarantee that every cost of good sold dollar spent is "Tied Down" to an RO and every sales dollar or allowance is equally tied down. Parts and costs not "tied down" are parts and costs, your parts and costs, that might end up on some kid's mud truck – and that's a true story. 3rd party accounting systems have no ability to integrate scanned images from the RO jobcosting, so they still require cave man style copiers and filing cabinets. The bottom line is that if it were easy to create an integrated accounting package more people would do it, and management systems companies that don't do it are admitting they don't understand how to write accounting software. The lead programmer for this company holds a college degree in Accounting and has been writing software since he was in Jr. High school. That same programmer has spent the bulk of his career working in body shops, and began a working with cars in Auto Mechanic's classes in high school. Finally, that person worked inside Mitchell International for 5 years – so it's safe to say, he understands the industry and what good software can do for a shop's bottom line.

CHAPTER 2 "EQUIPMENT NEEDED & INSTALLATION"

Computers and Networks:

We prefer Microsoft Windows and Server Technology. CC3 can run on Windows 98 in a peer to peer configuration. CC3 can run on Novell. CC3 is written in Microsoft Visual Foxpro so it is designed to run on the largest possible spectrum of equipment and configurations. Of course those are the worst case scenarios. CC3 also runs on Win 7, VISTA, XP, etc etc etc.

It all comes down to horsepower, and to get CC3 or any program to run fast, you want the fastest possible computers, although you can use older computers. The slowest part of the program is the processing of the scanned images (invoices, checks, authorizations, etc). When you really get CC3 cranking, you'll become addicted to scanning every piece of paper into it. Soon, ROs will have sometimes 20 pieces of paper posted to them. It takes a fast computer to throw 20 images up on the screen and allow you to fax/print/email (via Outlook) them with speed. So obviously, we advise you to acquire the fastest computers your are capable of affording, because we know you'll get good use out of them.

That said, you need to understand **Terminal Services** from Microsoft. It works like this, because Microsoft, unlike Novell, owns both the networking technology and the Windows operating system, they are able to offer their Windows Operating system built into a fileserver. That means, that through

the internet, from anywhere on the internet, you can hit your server and operate it like a workstation. None of this Novell hassle with PCAnywhere and all this "is the workstation ready for my remote call" hassle. You just enter the static IP # of your shops file server, enter your user name and password, and your in. You can clear payables and write checks from a remote computer while you are able to see and verify the scanned invoice images that are available from within the payables ledger itself. You can post time to ROs, and close ROs, etc., etc., etc. More body shops are using Terminal Services than all other remote connection tools combined. The amazing thing is that Terminal Service is included for free in the Windows Server software.

Security ? You have to have your router properly configured to forward the ports directly to the Windows Server, and the Windows Server handles all the security. We can give you or your technician tips on how best to configure your network. It's not difficult, and requires no special training, but you just have to have a basic plan. If you have questions, please contact us through our website at www.softwarehero.com .

Printers:

Any Microsoft Windows compatible printer should work. You should be able to pick any printer or fax driver setup in Windows and print to it from CC3. For Parts label printing we've had good luck with the Dymo 330, and you can buy those everywhere like Staples for instance. There is a picture of the Dymo 330 in the Parts chapter toward the back of the manual.

Scanners:

Twain compatible scanners work with CC3. We cannot guarantee this on every single scanner in the world, but we havn't found any "twain compatible" scanners that don't work either. It's safe to say "most scanner's will work with CC3". We like Visioneer scanners specifically the XP200. Incidently, don't buy the XP100, it's not tough enough for the body shop environment, and certain fail early. The XP200 is heavy duty and there is no warm up cycle like most other scanners. You want a fast scanner like the XP200 so when you are quickly posting an invoice or check, it only takes another 5 seconds to scan the document in. You should be able to buy them either online, and/or from Visioneer directly. You can hit their site at www.visioneer.com . However, we've also scene some very effective printer/scanner/fax/copier machines that are very affordable and work well – the Brother 8220 is a very cost effective printer that doesn't take up a lot of room and does all 4 of those jobs. That kind of combined unit is especially good for a parts guy. You can get the Brother 8220 for something around $300. The bottom line is that you want a fast scanner that can fire right off when you want to scan something in, not wait and warm up. These 2 units do that. If you have any questions about what might be a good scanner, contact us in advance – techsupport@softwarehero.com . You will also find some notes in the tech support section of our website www.softwarehero.com regarding installing and uninstalling the Visioneer drivers. One last note, there is a Scanner Source button in the Setup/Edit button of CC3, make sure you select the Visioneer source, and not the WIA or other Camera Sources.

INSTALLATION OF CC3:

The bottom line is that installing CC3 is easy and simple, you can download the demo from our website at www.softwarehero.com . The bottom bottom line is that if you can't simply download and install the demo software yourself off the website, then the next easiest thing is to just plain call us. Converting the demo to a live piece of software requires just a few simple codes. We answer the phone more or less 7 days a week, 24 hours a day, and installation of the software this way rarely

takes more than 5 minutes. If we were to try to document every possible way to install it on every possible system, then that would take several pages of technical jargon we don't want to write down, and you don't want to read. Plus, systems and networks change faster than this documentation can keep up, so just give us a call. We've had the same number for several years 360-582-0202, and you can also hit us on the website for our email addresses, downloads, tech support, etc. www.softwarehero.com

Chapter 3 "Getting Started on the Right Foot with CC3"
MAIN MENU of CC3

This section is designed to get the bare essentials setup for CC3 so that your production side of the operation can start using CC3. Be sure to work through all sections. The following panel shows the MAIN MENU of CC3 which you'll become very familiar with.

CC3 MAIN MENU, - www.softwarehero.com,Version 1.53- (360) 582-0202, (214) 476-1061

CUSTOMERS	MANAGEMENT	ACCOUNTING	REPORTS
(N)ew Estimate	Parts Order / (T)racking	Write Chec(K)	Daily Biz #21
(B)ridge Import	(S)cheduler	(J)ournal	WIP #50
(E)st in Progress	(W)orker Time Report	(G)eneral Ledger	Quick #56
(R)Os in Progress	Post (I)nvoice to RO	Post Transaction	Department #57
RO# Recall	Post (L)abor to RO	Pa(Y)able Ledger	RO Totals #59
R(O) Call Back	(A)rrival Report	Credit (M)emos	Time Clock
(D)eposit to RO	(P)roductn/RtClick Filter	Recei(V)able Ledger	Other Reports
(C)losed ROs	Delivery(/)Report	Bank Deposit	LockDate Setup
		Future Use	Setup / Edit Lists
		Income Statement	Backup CC3
		Analysis & Audit	Index / Speedup

COMBINED CCT COMPUTER TECHNOLOGY

SULLIVAN'S ADVANCED PAINT & BODY   Lexmark Z53 Series ColorFine

!!! No recent successful Backup. You're Crazy ! Click for Explanation !!!!

Use of software Conditional to software agreement, Hit 'X' to View

(Q)UIT/BAIL

Start | cc3M... | C:\WI... | Inbox... | C:\cc3 | ftp://f... | NACE... | CC3 ...   8:20 PM

Note that in this case we have dropped our CCT logo into the software in the lower left corner. The software is designed so you can drop your logo into the software, and your logo will then therefore brand all of the documents you print out like Parts Orders and ROs. As documents leave your building, you want to take every advantage to send your brand out into the world. You'll need a logo

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