



COMPUTER CHRONICLES

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A newsletter of NMPP Energy and Salt Creek Software



Balance Transfer option added to Utility Billing

One of the new PowerManager® 2010 features is the ability to transfer a balance owed, either arrears or credit, from one customer to another.

This situation most commonly arises when an existing customer moves from one location to another. This new option is found by clicking the “Refund” option found on Utility Billing’s Processing sub-menu. From the Refunds main form, click the “Transfer” button (the Transfer form is shown at right).

Enter the customer number that has the balance owed you want to transfer. You can either simply enter the customer number or click the button at the end of the edit control to invoke the customer selection screen.

Next, enter the customer number belonging to the customer

Service Type	GL Cash Account
Electric	
Sewer	
Water	
Misc.	

that the balance will be transferred to. The “Transfer To” customer number is entered in a manner similar to “Transfer From”.

The transfer is accomplished by generating off-setting payments for the “Transfer From” and “Transfer

To” customers. Enter the desired payment batch number, type of payment, and payment posting date.

Click the “Transfer” button to complete the transfer.

Changes made to Utility Billing customer selection form

A number of changes were made to Utility Billing’s customer selection form in PowerManager® 2010.

Customer selection has been modified to not automatically refresh unless you select one or more route books, or click the “select all” button. It’s also been modified to only refresh the data for the selected tabsheet.

In an effort to reduce the

amount of time you spend waiting for the customer selection form to refresh we no longer refresh all of the tabsheets (Individuals, Routes, Meter Numbers, and Additional Contracts) at the same time. Clicking the “Refresh” button while on the Individuals or Routes tabsheet will refresh both of these tabsheets.

Clicking “Refresh” while on the

Meter Numbers or Add. Contacts tabsheets just refreshes the tabsheet you’re on.

If the customer selection data appears to be out of date the “Refresh” button will appear pressed or grayed out as illustrated below.

If you’re having problems locating a customer, try clicking the “Refresh” button.

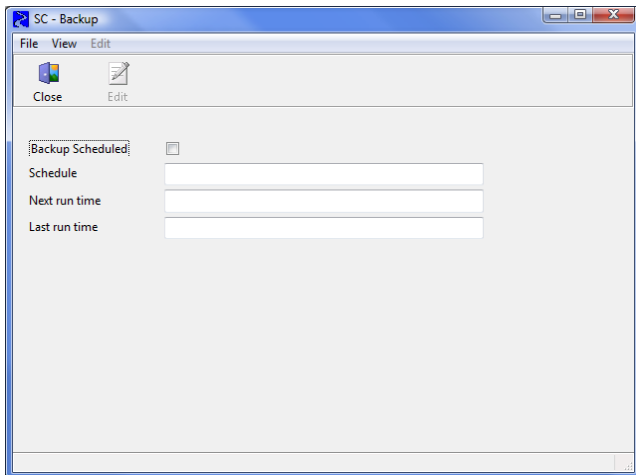


Scheduling unattended backups in PM10

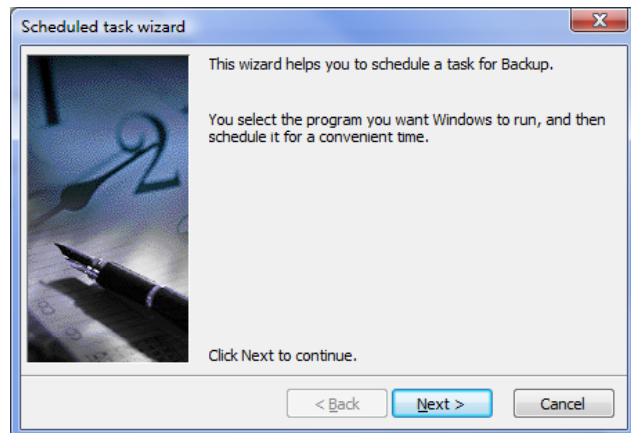
By Mitch Mullins
Salt Creek Software

One of the new features in PowerManager 2010 is the ability to schedule unattended backups. This feature is found by clicking the Backup form's "Schedule" button.

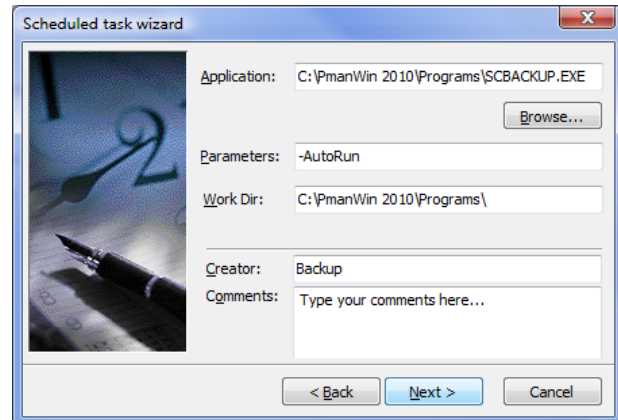
It utilizes the Windows Scheduler to automatically start the backup process at scheduled dates and times. The following is a step-by-step process in setting up an Unattended Backup Schedule:



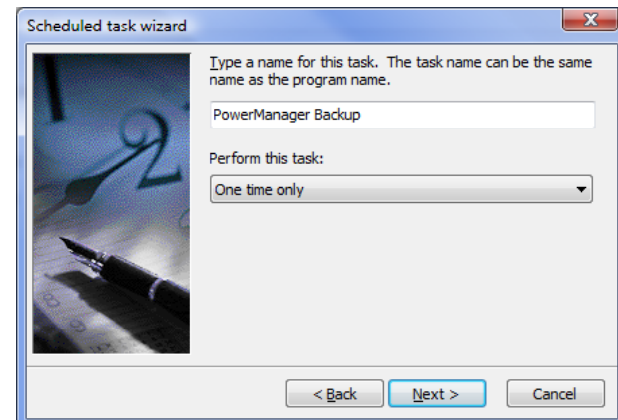
1 From the main unattended back schedule form, checking "Backup Scheduled" will invoke the "Scheduled Task" wizard, a series of screens used to define the backup schedule. The various wizard screens are as follows (In most cases you can simply accept the default values):



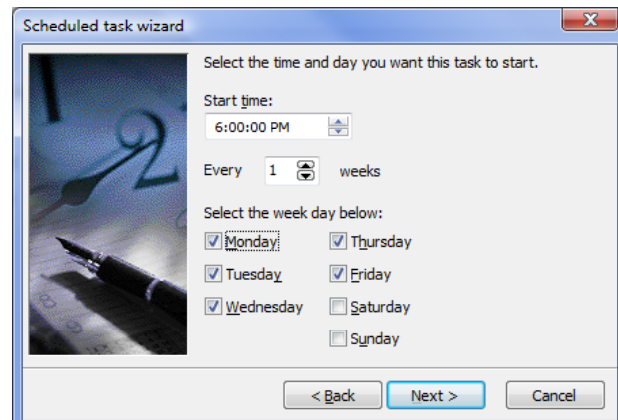
2 Above is the first screen. Just click the "next" button.



3 The above screen allows you to define the application, parameters, working directory, creator, and comments. These values will be pre-defined. Typically there is no reason to change these values, just click the "next" button.

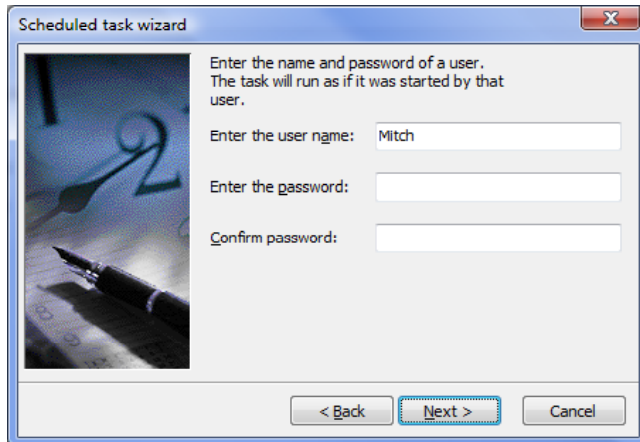


4 Most likely you'll want to change "One time only" to daily or weekly. Following is the weekly schedule. I've selected 6:00 p.m. as the start time and have selected Monday through Friday for the days to perform the backup.

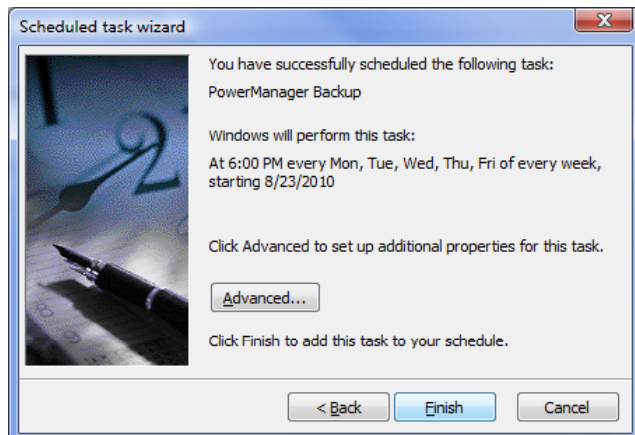


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5 If you want, you may password protect the task, but I don't think it's necessary so just click the "next" button.



6 This is the final screen. Click the "Finish" button to be returned to the Unattended Backup Schedule form. You'll note the scheduled backup frequency and time, next run time and last run time will be displayed.

If you wish to cancel future unattended backups simply uncheck "Backup Scheduled".

**Need to
contact us?**



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Tips and Tricks

Get a handle on Spyware

The term "spyware" or "adware" refers to a category of software that, when installed on your computer, may send you pop-up ads, redirect your browser to certain websites, or monitor the websites that you visit. Some extreme, invasive versions of spyware may track exactly what keys you type. Attackers may also use spyware for malicious purposes.

Follow these security practices to help prevent spyware from installing on your computer:

- **Don't click on links within pop-up windows** - Because pop-up windows are often a product of spyware, clicking on the window may install spyware software on your computer.

- **Choose "no" when asked unexpected questions** - Be wary of unexpected dialog boxes asking whether you want to run a particular program or perform another type of task. Always select "no" or "cancel" or close the dialog box by clicking the "X" icon in the titlebar.

- **Be wary of free downloadable software** - There are many sites that offer customized toolbars or other features that appeal to users. Don't download programs from sites you don't trust and realize you may be exposing your computer to spyware by downloading some of these programs.

- **Don't follow e-mail links claiming to offer anti-spyware software** - Like e-mail viruses, the links may serve the opposite purpose and actually install the spyware it claims to be eliminating.

— Produced by the U.S. Computer Emergency Readiness Team



Upcoming Events

2010 Annual PMUG Conference

Sept. 22-23 • Eagan, Minn.

Focus of the conference will be the usability of PowerManager® and CD2010.

Attendees will hear about the new Powermanager® user's electronic List Serve!

NMPP 18th Annual Computer Refresher Course

Oct. 18-19 • Location TBD
Oct. 20-21 • Lincoln, Neb.

More information to come!