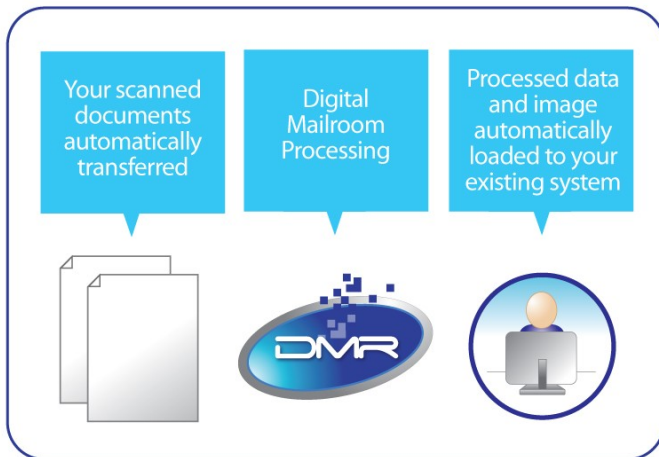




Feature Focus

Introducing MultiDox – for electronic purchase invoice and POD entry

You probably receive purchase invoices in different formats, such as posted paper documents, emailed PDF files, or EDI invoices. Typically, you'll print the PDF invoices, search for the relevant job file and manually enter the information from the printed PDF into MultiFreight. For future reference, you might scan a paper invoice to attach to the relevant job or simply attach a supplied PDF to the job. Next there's the process of matching the invoice amount against your accruals and posting it to your accounts software. This whole process can be time-consuming and a significant cost to the business.



MultiDox allows you to receive, enter, attach, and match your purchase invoices electronically within MultiFreight, eliminating the daily manual process you currently go through. MultiDox similarly allows you to receive PODs electronically and automatically attach them to the relevant job file.

MultiDox converts purchase invoices of any format into a single file format and imports them into MultiFreight. Data feeds from MultiFreight allow automatic linking between invoices and other system data, with automatic matching before posting them to your accounts package in the normal way. This means you can:

- Save administration costs on purchase invoice identification, entry, attachment, and matching
- Free-up staff time for more business-critical tasks
- View invoices on screen as they arrive
- Automatically link invoices to purchase orders, quotes, job details and goods received notes
- Match purchase invoices automatically within set tolerances
- View up-to-the-minute information on creditors' status
- Automatically identify, enter, and attach PODs
- Comply with HM Revenue & Customs requirements for electronic invoicing

To find out more, call Paul Hassan on 01473 212421.

Welcome!

Welcome to the autumn 2010 issue of MultiFreight News. This issue is even bigger than the last, so there's sure to be something to interest you. If you have a hot topic or question for our next issue, tell us about it. We appreciate your feedback, so please send your comments to diane.clough@multifreight.com.

Inside this issue:

<u>Tech Talk</u>	2
<u>Your Questions Answered</u>	2
<u>Latest Product Developments</u>	3
<u>Did You Know?</u>	3
<u>Top Tip</u>	3
<u>Customer News</u>	4
<u>Get more out of MultiFreight</u>	4
<u>Meet Bryan Hayward</u>	5

“You can run MultiFreight and Open Accounts with Office 2010.”

Tech Talk

- **Windows 7 Support**

As of 7 Feb 2010 you can run MultiFreight and MultiShed under the Professional, Enterprise and Ultimate editions of the Windows 7 operating system.

Your system will need to be running Progress OpenEdge 10.1C or above and MultiFreight/Shed 2.60P01 or a later version. If you are running Progress 9.1D or 9.1E you must first upgrade to Progress OpenEdge 10.1C – for details on how to do this, log a call on our support website at <http://support.multifreight.com> with the subject of your call ‘Newsletter – Windows 7’.

- **MicroSoft Office 2010 Support**

From 1st October 2010 both MultiFreight and Open Accounts support Microsoft Office 2010.

You will need to be running MultiFreight version 2.60P03 and/or Open Accounts version 6.0 Patch 4. If you are unsure how to check your version of either MultiFreight or Open Accounts please log a call on our support website at <http://support.multifreight.com> with the subject of your call ‘Newsletter – Office 2010’.

You tell us - If you would like a particular technical subject to be covered in future newsletters, please log a call on our support website at <http://support.multifreight.com> with the subject of your call ‘Newsletter – Future articles’.

Your Questions Answered

Q: Can I pass a purchase invoice against a different supplier to the one processed against the estimate? Yes - remove the supplier code from the search to display all estimates against the job.

Q: How do I rate a HAWB on a BTB (Back to Back) shipment? The charges for the HAWB part of a BTB shipment are taken from the Charges tab and the MAWB charges from the AWB tab.

Q: Can I make a field mandatory? Yes. You would do this via program maintenance, but if you do not have access to this area of MultiFreight you will need help from your system administrator.

Q: How do I automatically print more than one copy of a document? Go to admin organizational/department. Go to the Documents tab, highlight the document you require additional copies of and set the "extra copies" field to the number required. If you do not have access to this area of MultiFreight you will need help from your system administrator.

Q: What do I need to do to disconnect a user from the database, for example when a user's PC crashed so when they try to log into MultiFreight it states the user is already logged in? Please follow the link below for full details. If you do not have the appropriate access rights, consult your network administrator.

<http://support.multifreight.com/SupportDesk/Attachments/AttachKB/00004419/SI019.pdf>

Don't forget you can visit our website to see more questions and answers. Go to <http://www.multifreight.com/faq>.

If you have a question you would like the answer to, email it to diane.clough@multifreight.com with 'Newsletter – FAQ' as your subject heading.





Latest Product Developments

What's new in MultiFreight?

- **.net user interface**

We're currently redeveloping the MultiFreight user interface based on .net technology. It will give the system a new look and feel and let us introduce useful new features to make MultiFreight even more productive. We'll be keeping the same tried and tested Progress code for the underlying business functionality.

You'll be able to start evaluating the first of the new developments with Version 3, which we are planning to start rolling out in late autumn. These begin with a new menu and user profile framework which allows the .net versions to be run side by side with the existing ones. You'll be able to try out the new interface and plan a gentle transition! (You will need to have upgraded to Progress 10.2B or later to start using the .net programs).

- **Cloud computing**

We are evaluating suitable platforms for making MultiFreight available as a service from the internet "cloud". More details coming soon, but call if you'd like to know more now.

For more information on these new developments, **give us a call on 01473 212421.**



OpenEdge. Development:
GUI for .NET Programming

Did You Know?

Through MultiFreight you can send shipping instructions to INTTRA, GT NEXUS and CargoSmart automatically.

Using MultiFreight you can make significant savings on sending and receiving confirmation of shipping instructions. This is because many shipping lines offer much reduced documentation charges – and in some cases waive them altogether – if you send booking and shipping instructions electronically.

With average charges of £25 to £35 made by the shipping lines, annual fees will run into the thousands. There are no set up costs to send entries from MultiFreight, only a transactional charge of just £2 per entry, so over the course of a year the savings could be huge.

And of course, working this way has other benefits – not having to re-type entries saves you time and avoids the errors that double keying entries can bring.

Save money on sending shipping instructions with MultiFreight

Top Tip

Don't forget you can use MultiFreight's quick keys!

Within any MultiFreight window, the letter underlined on a button is the accelerator key to that button. Pressing the ALT key together with the accelerator letter has the same effect as pressing the button.

Customer News

Jordon Freight Opts For MultiDox

Jordon Freight is the first company to order MultiDox. Jon Swallow, Finance Director at Jordon was initially sceptical, but during beta testing of MultiDox within the Delamode Group, immediately saw the benefits of having automated electronic invoice and POD entry into MultiFreight. Such is the interest in MultiDox at Delamode that as well as Jordon Freight, a number of additional new installations are also planned and underway ahead of the product's official 1st November release date.

Cassilon

Cassilon transports bulk liquid and has specialist expertise in equipment and global transport systems for this type of transport. Cassilon's requirement for a flexible workflow solution that would bring together all of their logistics procedures made MultiFreight the obvious choice.

Absolute Freight Solutions

After evaluating a number of systems, Absolute Freight Solutions installed MultiFreight. MultiFreight was chosen because of its ability to streamline operational procedures, reduce administrative time in processing jobs, and provide comprehensive financial and operational reporting to the business.

NWT Freight Forwarding

NWT Freight Forwarding is part of one of the UK's largest privately owned supply chain logistics operations. NWT decided to move to MultiFreight when it needed a system that was scalable and easy to use, while sophisticated enough to handle their operational requirements now and for the future.

Fardel Shipping Ltd

Fardel Shipping Ltd is a UK-based independent freight forwarding and logistics organisation providing international sea, air, and road transport services. Fardel Shipping has recently purchased MultiFreight for their Grimsby and Chelmsford offices.

Get More Out of MultiFreight...

... Request your FREE system health check

We are offering all MultiFreight users a **free**, half-day review to see if we could help you make better use of your system. We'll visit you, discuss your working practices, and identify where you could be using further system features to better support your business.

Reviews are on a first come, first served basis, and we expect them to be popular, so contact us today to request your health check. Email diane.clough@multifreight.com with 'Newsletter – health check' in the subject heading.

And don't forget our courses! Bespoke courses are available by arrangement if you want help on a particular aspect of the system, or join one of our open courses – 2010/11 course dates:

Course	Oct	Nov	Dec	Jan	Feb
Templates	Tues 12 th	Tues 9 th	Tues 7 th	Tues 11 th	Tues 8 th
Rates	Weds 13 th	Weds 10 th	Weds 8 th	Weds 12 th	Weds 9 th
Refresher	Tues 19 th	Tues 16 th	Weds 15 th	Tues 18 th	Tues 15 th
Introduction	Weds 20 th	Wed 17 th	Thur 16 th	Weds 19 th	Weds 16 th



Training manager, Nicola Upson is ready to take you through your FREE system health check

For more detailed information about the courses and to book your place, email diane.clough@multifreight.com with 'Newsletter – courses' in the subject heading.



Meet Bryan Hayward – Customs & Communications Analyst

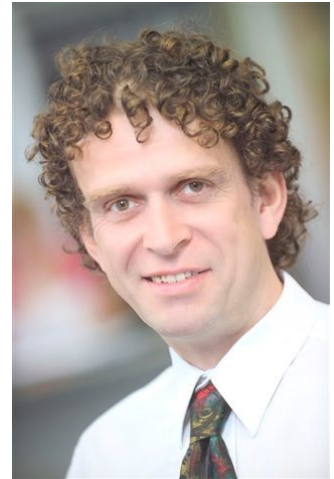
Bryan has been with SCS since 1997 and in his current role as a customs and communications analyst his main responsibility is for maintaining and enhancing MultiShed, the Customs module in MultiFreight. Probably the most important aspect of this is making sure the MultiFreight users' database remains in synch with the Customs (HMRC) database.

During his time at SCS Bryan has been responsible for some of the major developments within MultiShed, such as redesigning the electronic imports system and writing system modules including the 'new export system', NCTS (for tracking movement of goods within the EU), and 'designated export place'. He also supports the ERTS module that effectively moves the customs frontier closer to the importers.

Brian enjoys his work because it is varied. A typical day for Bryan is to work through the list of jobs on MultiShed. This might include making improvements to the system, developing new features to handle revised import/export regulations, analysing where issues are in the system and correcting them or most importantly, handling urgent customer enquiries.

'When a MultiFreight user calls in because goods are stuck in Customs, this becomes my top priority,' explains Bryan. 'If perishable goods, such as fruit can't be unloaded, it is my job to urgently find out where things have gone wrong in the system and get them moving again. In the early days, the physical communications could be a problem, but nowadays the technology is much more robust and that is less often the cause of issues.'

Bryan's top tip? Always read your messages. It might be an alert that your Customs declaration has not been accepted and if this is the case, the system may be able to help you identify where the problem is. The sooner you realise there is an issue, the more time you will give yourself to resolve it.



Bryan Hayward



**FREE iPod Touch
for recommending
MultiFreight ***

Who do you know that would benefit from using MultiFreight?

If you know someone who would benefit from using MultiFreight, recommend us to them. If we subsequently deliver MultiFreight to them, we will deliver an iPod Touch to you!

To find out more and give us their contact details, email paul.hassan@multifreight.com.

*Terms and Conditions apply. Model may vary from that shown



SCS Limited
MultiFreight House
Cromwell Court
Ipswich
Suffolk
IPI 1XB
United Kingdom

Tel. 0044 (0)1473 212421
Fax. 0044 (0)1473 212110

Computer systems that deliver the goods