CATALYST
COMPUTER SYSTEMS

Newsletter
September 2019

Password Protected PDF Files

Platinum's built-in PDF support (Windows 10 only) can now protect sensitive or private PDF documents such as payslips and invoices using a password which can be set when sending the document.

To access this feature you will need to update your Platinum system, which will give you access to 3 new print records when printing documents :-

- 89 - Print to PDF (Password)
- 88 - Print to Email (Password)
- 87 - Print to Email (Password Silent)

Customers, suppliers, prospects and payroll employees all now have optional password entry which will be picked up automatically when producing and sending PDF files.

For more information of password protected PDF files please contact our sales team.

Lawns Trade Show Preview

This year Catalyst are once again exhibiting at The Lawns Show in Cottingham, near Hull.

The show is the biggest of its kind in Europe, and will feature more than 100 new touring caravans and around 150 caravan holiday homes and park homes, from most of the major British manufacturers.

2019 will be our 11th year exhibiting at the show, every year is another great opportunity to meet new people and catch up with existing customers who are also attending the show.

This year the show will take place between the 3rd and 5th of September. If you're attending The Lawns show on these dates come and visit our team on **Stand 22**, who will be giving regular demonstrations of aspects of our system, and will happily answer any questions you may have about our software.

We can't wait to see you there!

The Lawns
Harland Way
Cottingham
East Yorkshire
HU16 5SQ

A Word from Charles

It's been very busy here recently mainly thanks to MTD and its ripples! Many of you have now authorised yourselves with HMRC and successfully submitted your first return, and whilst there have been one or two issues, they have been generally been issues at HMRC's end or trying to submit before HMRC have registered you for MTD. Once you have done your first submission, the process is very simple and if you were filing online previously, pretty much identical from your perspective. This doesn't show the amount of work that we have had to do in the background to make it work!

This has brought up the subject of training, and in particular, ongoing training. We carry out training at the installation stage of the system to get you up and running, but once you have used the system for a while, further training to review how things are done and to help you find the best ways to benefit from the system will pay dividends. Customers have benefitted from having annual refresher courses for all staff to understand other areas of the system and how they impact on each other so that they can see the overall benefit to the business and how their contribution fits into the bigger picture. Platinum is an integrated system, so having things being done well in all areas and staff understanding their role in the bigger picture will derive significant benefits to the business as a whole. We can offer training in a variety of ways to suit your needs – remote training over the phone, training courses here at Catalyst or dedicated training on site. The training courses here at Catalyst are listed on the next page of the newsletter, so please have a look and see if there is anything of interest. Please contact the Sales department if you would like to know more.

Please also make sure that you keep your system up to date with the latest Platinum releases. Updates and modifications are being released regularly once they have been tested and checked, and it will benefit you greatly to keep your system up to date. Use the "Help", "Software Support", "What's new in Platinum" area from the taskbar in Platinum itself to see what has been released. You can also download a programme update at any time from "Help", "Software Support", "Download latest version" or from the website. Just remember that everyone has to be logged out to run an update.

As ever, Your Success is Our Priority.

"Your Success is our Priority"

Virus Prevention

As well as our award winning Platinum DMS, Catalyst also provide a range of other services for our customers, including additional software to ensure your computer and data is protected.

We supply a range of anti-virus solutions, in addition to Malware and e-mail protection to help with prevention against virus attacks.

We can complete a survey of your existing set up and quote accordingly. Ongoing support is also included, leaving you safe in the knowledge that our hardware team will be available to help with any anti-virus related issues.

For more information about anti-virus software please contact out Sales Team.

Windows 7 - End of Support

As of 14th January 2020, Microsoft will no longer be supporting devices running their Windows 7 operating system. While computers running this operating system will still function, it is highly recommended that they are upgrade to Windows 10 as a matter of urgency.

Having no support for an operating system means that updates and patches for Windows 7 will no longer be released, leaving your system extremely vulnerable to dangerous bugs and virus vulnerabilities that will not be repaired.

As a valued Catalyst customer, we want to help you avoid this at all costs. We will provide you with a free, no obligation consultation to discuss how this change may affect you, and the options you have to ensure your company's data remains safe after January 2020. This will involve either a simple software upgrade for newer PC's, or for older PC's a full hardware upgrade may be advisable.

For your free consultation please contact our sales team who will talk you through all of your options and answer any questions you may have about Windows 7 end of support.

Social Media

Follow us on Facebook or Twitter to keep up to date with all the latest Catalyst news and updates, whether that be Platinum software updates, or general Catalyst related news.

We also have a range of tutorial videos available on our YouTube channel, so take a look!

www.twitter.com/CatalystDMS

www.youtube.com/CatalystDMS

www.facebook.com/DealerManagement

Catalyst Training Courses

Here at Catalyst we recognise that with such a comprehensive system it can be challenging to absorb all of the system's potential. The solution? Catalyst Training Courses! With excellent staff and on-site facilities, face-to-face user training is the easiest way to digest all that you need to know with a particular module. The courses have been tailor-made to ensure that every individual leaves as an expert.

Full day courses are £140 per person
Book a Private Training room for £300 for up to 6 people!

Pop these dates in your diary!

Logistics in a Day
Tuesday 10th September

Vehicle Sales in a Day
Tuesday 15th October

Report Generator - So Simple
Tuesday 5th November

Stock Control in a Day
Tuesday 8th October

A Guide to Workshop Control
Tuesday 29th October

COURSES GO FAST SO MAKE SURE YOU BOOK YOURS TODAY!

Stay in the Know

Keep up to date with Catalyst news and Platinum updates by subscribing to our RSS Feeds. You can use your Outlook email as an RSS Reader and get instant updates to your inbox. You can subscribe to various RSS Feeds for:

• Catalyst News
• Platinum News
• Parts & Prices News
• Developer News

Simply visit our Catalyst website using the link below to find all the information you need on how to subscribe.

Platinum Tips... The CRM

The Customer Relationship Manager (CRM) is a free-to-use aspect of your Platinum system, which allows you to view all previous interactions with any customer, prospect or supplier. This includes; quotations, invoices and contacts made.

To access the CRM, press 'Alt+Y' whenever you are in a prospect record or have a customer name highlighted. Staff should be encouraged to make a note of any contacts with customers, suppliers or prospects within the CRM so it can be referred back to during future interactions.

For more information on the CRM please see our introductory video here... https://youtu.be/HMgRH1gZetg