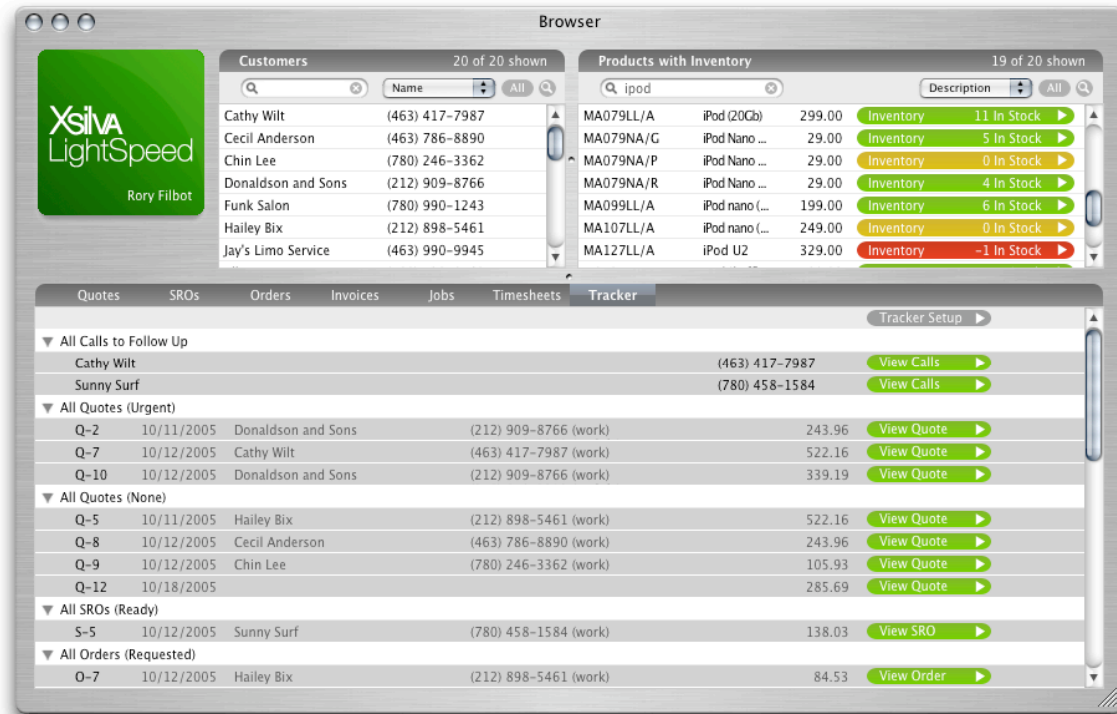
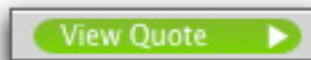


Browser and Tracker

While the POS component can be thought of as the front end of LightSpeed, the Main Browser is the primary screen of the back end, providing a central vantage point for all sales documents, Customers and Products, Jobs and Timesheets, and the Tracker.



Each Customer, Product, and sales document can be accessed by double-clicking the line – a new window will open with the resulting document or profile. The Tracker also links to the referenced documents, using a pointer icon on each line:

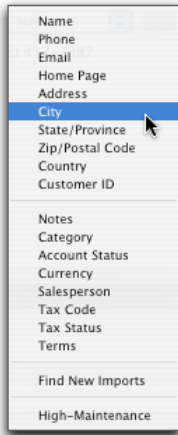


Each section of the Main Browser also contains tools that allow you to perform advanced searches and filtering to quickly and easily find the information you need.

Customers

The top left section of the Main Browser is where you are able to search your Customers. If you click the All button, all Customers in your database will appear. To perform simple searches, type in a few characters of the Customer name, their telephone number, or their address. The results will appear in a list view below; double-click a name to open the Customer profile.

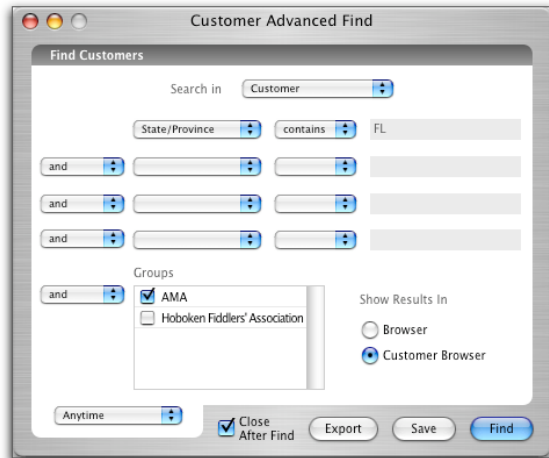
Using the pull-down menu in the Customer section, you are able to search on other criterion in the Customer profile:



Choosing one of these menu items gives you the flexibility to quickly find the Customer(s) you are looking for. Using this basic search, you can locate all of your Customers in a particular area, belonging to a particular Customer Category, or assigned to a particular User. You can also search based on any customized fields you have created for Customers.

If you need to cross-reference several fields at once – finding all Customers in Florida who belong to the American Manufacturers Association, for instance – you can use the Advanced Find feature, accessible by clicking the magnifying glass icon in the Customer section of the Main Browser. The Customer Advanced Find window will open, giving you the option of searching up to four fields at a time, as well as any Customer Groups the Customer has been assigned to.

Type the criterion in the fields provided, selecting the types and conditions from the pull-down menus. You can further limit your search by choosing one or more of the groups to which your Customer(s) is assigned. You may also use the pull-down menu at the bottom of the window to filter your results in regards to when the Customer was created or modified.



You have the choice to display the results of your Find in a new Customer Browser, or in the Customer section of the Main Browser. Checking the Close After Find checkbox will close the Customer Advanced Find window once the Find button has been clicked.



If you click the Export button rather than Find, the Exporting Window will appear, allowing you the ability to select which fields from the Customer profile you wish to export to a tab-delimited file by dragging them from the first column to the second. Click Export to save the tab-delimited file.

If you want to search using the same criterion at a later date, click Save, and name the Find. Use the pull-down menu to indicate if you want the Saved Find visible to all stations or only to the one on which the Save is being done. This Saved Find will now appear in the pull-down menu in the Customer section of the Main Browser.

Products

Beside the Customer section is the section for Products. The Products displayed will include the Product Code, Description, Selling Price, and availability.

| Products with Inventory | | 25 Found | |
|-------------------------|---|----------|---------------------------|
| Product Code | Description | Price | Availability |
| FREIGHT | Freight | 0.00 | Not Inventoried |
| IWWO100 | Work Order Labor | 25.00 | Not Inventoried |
| MA004LL/A | iPod nano (2GB white) | 199.00 | Inventory 1 Total |
| MA005LL/A | iPod nano (4GB white) | 249.00 | Inventory 0 Available |
| MA079IH/BO | Head Phones - Bang & Olufsen | 159.00 | Inventory 0 In Warehouses |
| MA079IH/NV | Head Phones - Nike Vapor | 24.95 | Inventory 4 Reserved |
| MA079IH/RE | iPod Head Phones - Remote & Earphones | 39.00 | 0 Coming For Stock |
| MA079IP/W2NGA | iPod Promotion - White 2Gig Nano + Green Arm band | 215.00 | 0 Coming For Customers |
| MA079IS/I | iPod Screen - iPod | 99.00 | Inventory 1 Total |

The availability information for each Product is color-coded to reflect its general status – by clicking the availability bubble, you can cycle through the various statuses of each Product.

- Total – the total quantity of the Product currently in stock
- Available – the quantity of total stock currently available for sale
- Reserved – the quantity reserved on Customer Orders
- In Warehouses – the quantity in one of the virtual Warehouses
- Coming for Customers – the quantity coming on POs for Customer Orders
- Coming for Stock – the quantity coming on POs for Stock Orders

Non-inventoried Products will be indicated in the availability bubble.

The simple Find in the Products section of the Main Browser will allow you to find Products based on their Family and Class, as well as Products recently updated or imported. You are also able to search on any customized field you have added to the Product profile. Clicking All will call up all Products saved in your database, including any non-current Products. Clicking the magnifying glass icon will bring up the Advanced Find.

Any filter can also be further displayed by date; documents can be sorted that have been created or modified that day, the day before, within the last week/month/year, or within a certain date range. Each document will have its Customer info, ID number, date, User, Status, and Total displayed. Double-click any line to open the sales document.

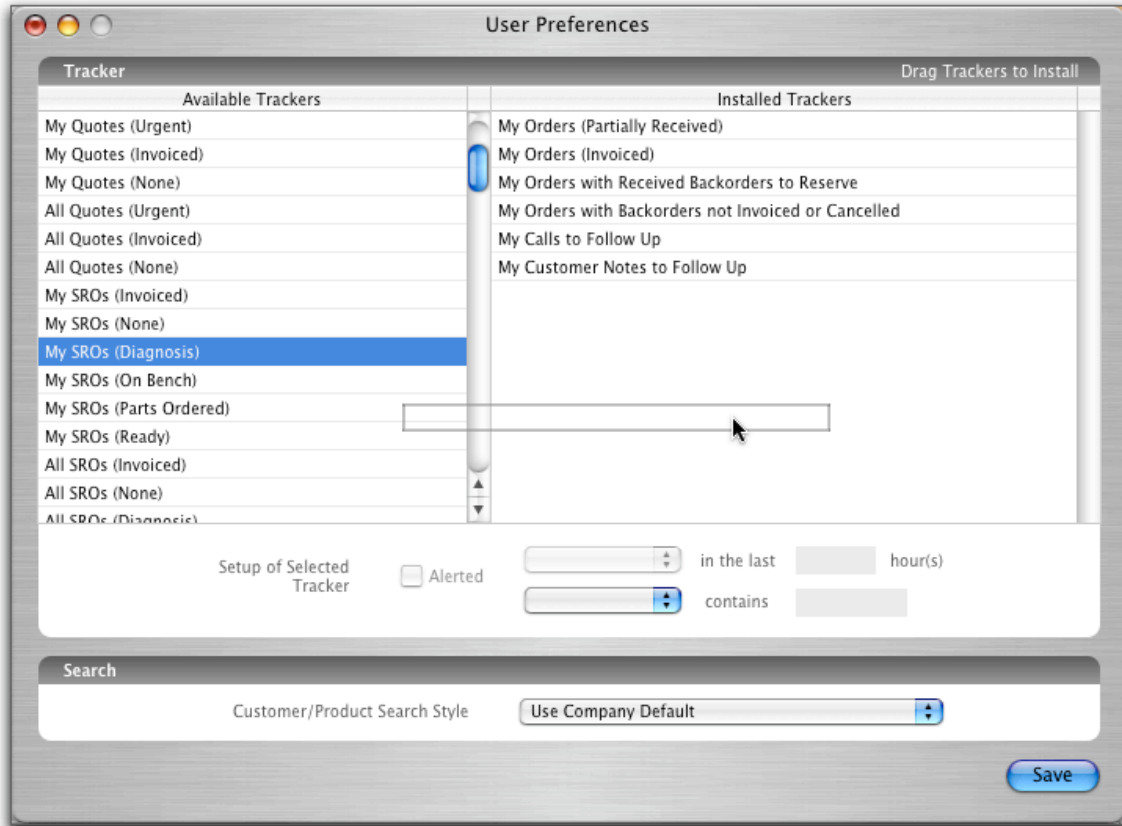
In addition to sales documents, the Main Browser will display Jobs saved in LightSpeed, including the time spent on them, as well as User Timesheets. Timesheets are displayed including the Job and Task to which they are linked, their Status (Current or Completed), and the Total Time involved.

Tracker

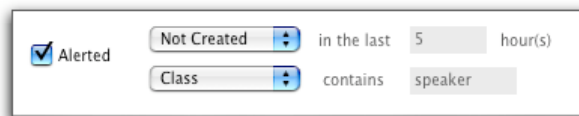
Tracker is LightSpeed’s unsung hero. Normally, when a message from a Customer is taken. Products are reserved for a User, or a repair is completed and ready for pickup, an email would have to be composed by a receptionist, an inventory controller, or a technician, and sent to the appropriate person who would then have to act on it. Tracker allows any User to decide which changes happening in LightSpeed are relevant to them, “install” them into their User profile, and be notified in real-time if any sales documents, calls, notes, Purchase Orders, and other information is changed in any way.

| Quotes | SROs | Orders | Invoices | Jobs | Timesheets | Tracker |
|---|-----------|--------------------|----------|------|-----------------------|------------------------------------|
| O-28 | 8/23/2006 | Chin Lee | | | (780) 246-3362 (work) | 383.06 View Order |
| O-29 | 8/23/2006 | Cecil Anderson | | | (463) 786-8890 (work) | 281.36 View Order |
| O-34 | 9/6/2006 | Donaldson and Sons | | | (212) 909-8766 (work) | 275.01 View Order |
| O-35 | 9/7/2006 | Sandra Higgins | | | (212) 895-6969 (work) | 1176.26 View Order |
| O-38 | 9/13/2006 | Cecil Anderson | | | (463) 786-8890 (work) | 450.11 View Order |
| ▼ My Orders (Received) (4) | | | | | | |
| O-31 | 8/30/2006 | Chin Lee | | | (780) 246-3362 (work) | 276.10 View Order |
| O-32 | 8/30/2006 | Chin Lee | | | (780) 246-3362 (work) | 40.95 View Order |
| O-44 | 9/20/2006 | Cecil Anderson | | | (463) 786-8890 (work) | 203.94 View Order |
| O-48 | 9/20/2006 | Hailey Bix | | | (212) 898-5461 (work) | 103.00 View Order |
| ▼ My Orders (Invoiced) (1) | | | | | | |
| O-45 | 9/20/2006 | Cathy Wilt | | | (463) 417-7987 (work) | 77.25 View Order |
| ▼ My Orders (Cancelled) (0) | | | | | | |
| ▼ My Orders with Received Backorders to Reserve (8) | | | | | | |
| O-25 | 1/9/2006 | Sunny Surf | | | (780) 458-1584 (work) | 564.91 View Order |
| O-28 | 8/23/2006 | Chin Lee | | | (780) 246-3362 (work) | 383.06 View Order |
| O-29 | 8/23/2006 | Cecil Anderson | | | (463) 786-8890 (work) | 281.36 View Order |
| O-31 | 8/30/2006 | Chin Lee | | | (780) 246-3362 (work) | 276.10 View Order |
| O-32 | 8/30/2006 | Chin Lee | | | (780) 246-3362 (work) | 40.95 View Order |
| O-34 | 9/6/2006 | Donaldson and Sons | | | (212) 909-8766 (work) | 275.01 View Order |
| O-35 | 9/7/2006 | Sandra Higgins | | | (212) 895-6969 (work) | 1176.26 View Order |
| O-44 | 9/20/2006 | Cecil Anderson | | | (463) 786-8890 (work) | 203.94 View Order |

Installing a Tracker is done in the User Preferences window, accessible with the Tracker Setup button found in the upper right section of the Tracker tab. There are two columns – the left contains all possible Trackers, and the right displays the “installed” Trackers that each User wants to have displayed on the Main Browser.



To install a Tracker, drag it from the first column and drop it onto the second. You can further qualify its being displayed using the two pull-down menus below the columns. The first allows you to indicate the time-frame the document was created or modified, and the second allows you to filter it based on attributes of Products; class, family, description, etc.



If the Tracker is especially important, you can use the Alerted checkbox to have it appear in red in the Main Browser. At the bottom of the User Preferences window, you can use the pull-down menu to indicate the preference for Customer and Product searches in the Main Browser; whether to search as the User types, or once they press Return. Click Save to save any changes to the Tracker or to User Preferences. These changes will now be reflected in the Main Browser.