

# SACS NEWSLETTER

*"Providing quality housing solutions for over 40 years"*

## SACS Notes

By Keith Scott

Conferences and workshops are being held everywhere! The 2012 conference and workshop season is about to get into full swing. We have spent the past two months preparing to attend national and state conferences throughout the southeast.

As you attend your state conference, come by the SACS Software booth. Our sales staff will be demonstrating the latest enhancements and additions to our software applications. We always give away a prize at the end of each conference; make sure that you register!

We have a number of new initiatives planned for 2012. You will learn more about these initiatives in this newsletter.



## Welcome New Customers

### ***Please welcome our newest customers:***

Woodbury Housing Authority	- Woodbury, TN
Triana Housing Authority	- Triana, AL
SC Region 1 Housing Authority	- Laurens, SC
Roanoke Chowan Housing Authority	- Gaston, NC
Gibson Housing Authority	- Gibson, GA
Dahlonega Housing Authority	- Dahlonega, GA

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## Developer's Corner

By Danny Lloyd

In our current regulatory environment, we have to really pay close attention to changes in federal regulations. Are FICA taxes going increase or decrease, when are new tax forms going to be released? The first quarter of 2012 has definitely been a challenge. It appears that, at least for payroll, we will have some stability through the end of the year.

We have spent the past several months working with our beta testers on our new web based housing application system and tablet inspections. I am glad to report that two of our agencies have received and processed applications entered on-line.

The tablet platform has a lot of potential. We will be porting our PDA Inventory system to it soon. We depend on your feedback to help us make decisions on what will help your

agency. If you have suggestions for mobile applications, please let us know.

We are now collecting information for new systems: Mobile work orders, which includes work order entry, worker time keeping, and inventory usage; electronic signatures for legal documents.

If you have an interest in the above systems, please let us know by sending an email to [grant@sacssoftware.com](mailto:grant@sacssoftware.com). We are putting together a focus group to help provide the specifications for these systems.

We will be evaluating Windows 8 this spring. I do not anticipate any issues with our applications. Look for a review in a future newsletter.

I look forward to receiving your ideas and suggestions. Send your program changes or ideas to [changerequest@sacssoftware.com](mailto:changerequest@sacssoftware.com).

## Tech Tips

By Mark Worthy

Here are a few tips that will enhance your use of *SACS Housing Software*:

### Tip 1

#### Batch Reports

SACS Housing Software can be configured to automatically print your Move-In, Move-Out, Transfer, Interim, and Annual packets. These can include custom user-defined letters and reports.

To offer maximum flexibility, Batch Reports can be customized by user. It also allows agency specific lists for special requirements.

To add or edit your batch reports for public housing, browse to the Data/Applications module, open the Setup folder, and click on the Batch Report Specifications program.

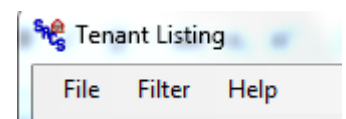
To add or edit your batch reports for Section 8, browse to the Section 8 module, open the Setup

folder, and click on the Batch Report Specifications program.

### Tip 2

#### Filtering Reports

Several SACS reports contain a *Filter* option allowing you to add additional criteria to the data returned on the report. For example, the Filter option allows you to run a Tenant Listing report for a specific street name.



Field	Operator	Value
hstAddress1	like	%Street Name%

Tech Tips



## Software Enhancements

*SACS Housing Software*, build 4465, was released on March 26, 2012. This update contains over 100 changes.

The current release and notes can be found on our website or by clicking this link: <http://www.sacssoftware.com/Support/Updates.aspx>

Old releases and notes can be found on our website or by clicking this link: <http://www.sacssoftware.com/Support/Updates/PreviousReleases.aspx>

### New programs

New programs included in the update are not added to the menu by default. Your system manager is responsible for giving each user access to the new programs. The release notes list all new programs, enhancements to current programs, and bug fixes included in the update.

The software changes are grouped by module. After reviewing the update notes, the system manager should grant access to the appropriate users.

### Update Highlights

Here are some new reports/features available in the current release. For detailed information on the program or report, refer to the online help.

#### Payroll

Email direct deposit notices.  
Added ability to email leave requests.  
Added ability to approve or deny leave requests.

#### Data/Applications

Added a report to print issued letters.

#### Section 8

Added a report to print issued letters.

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## SACS Software Training

By Sherri Blasingame

Keeping your staff trained and up to date on new software features in SACS is always a good investment. SACS provides training opportunities to best fit your agency's needs. SACS offers training onsite at your agency, at our SACS Lab or on-line.

### SACS User Conference Update

The SACS User Conference is a great opportunity for training. We hold a variety of classes over a two day period on all of our software modules.

The 2013 Conference is scheduled for March 12<sup>th</sup> – 13<sup>th</sup>, 2013, at the Baytowne Conference Center in Destin, Florida. Keep your calendar clear for this exciting conference. We will be sending you registration information this summer.



*Baytowne Conference Center*

## New Products

By Grant Dark

### SACS Online Application for Housing

This web application gives people the ability to apply for Public or Section 8 Housing using an Internet browser. These applications can then be reviewed by authority personnel and imported into SACS Housing Software.

#### Key Features

- Customizable for Agency specific questions and preferences.
- Saves employee time.
- Reduces paper costs.
- Available to applicants at all times.
- Import applications into SACS Housing Software.
- Applicants can easily get their waiting list position on-line.
- Does not require costly web hosting.

Contact SACS Sales today for more information or to receive a price quote. 888-897-4012 or [sales@sacssoftware.com](mailto:sales@sacssoftware.com)

#### Housing System

Home

In order to properly classify your application for housing, please answer these questions.

##### *Preferences*

Your family may qualify for a housing preference. Review the following list of categories to determine if any apply to your family. Select only one item.

- ☐ Veteran  
☐ Homeless

##### *Accommodations*

Does the following statement apply to your family?

☐ Does anyone in your household require any modifications or accommodations in order to fully utilize the unit or the program and its services?

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## SACS Tablet Inspections

SACS Software has redesigned our tried and tested PDA Inspection software to run on tablet computers. The SACS Tablet Inspection software has all of the functions and features of the PDA Inspection software, plus much more. It allows you to easily enter HQS and UPCS inspections with a larger easy to read screen. The touch screen allows users to easily interact with the software using the tap of a finger.

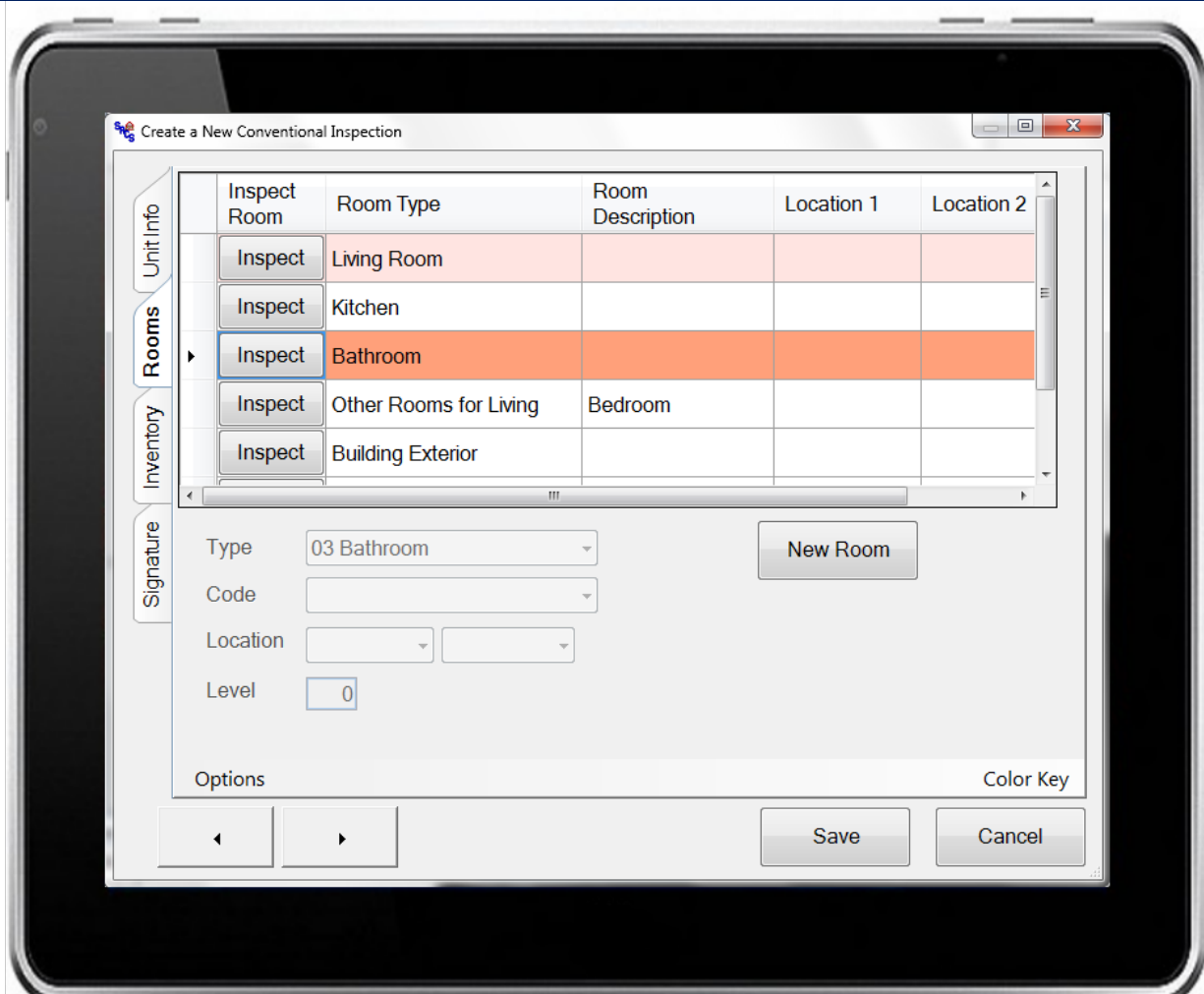
The SACS Tablet Inspections Application Features:

- Larger screen for easy data entry.
- Color coded items for quick re-inspection.
- Record signatures.
- Capture pictures of the unit while performing the inspection.

The software is compatible with any Windows 7 tablet device.

Contact SACS Sales today for more information or to receive a price quote. 888-897-4012 or [sales@sacssoftware.com](mailto:sales@sacssoftware.com)

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*Sample Inspection screen on a tablet device. This is not the actual size of the device.*