# SACS News

*News and Information from SACS Software*

## Product Spotlight

**Time Clock**

The SACS Time Clock system now integrates with a physical time card device.   With our new Synergy/A terminal, employees can easily clock in and out at central locations.

This terminal has the ability to use badges, magnetic cards, or fingerprints.  It can be located anywhere you have internet access.  Wi-Fi access can be used for areas that do not have a physical connection.

It communicates, in real-time, with our software.  This allows you to easily see who has clocked in and out.



For more information, contact sales at sales@sacssoftware.com.

## Contents

## User Conference Recap

We want to thank everyone who attended the 2019 SACS User Conference and 50th year celebration.

There were over 350 people in attendance making it our biggest user conference yet.  Your participation is what made this conference great.  Thank you for making it a success.

During the conference, attendees experienced hands-on instruction, courses taught by our trainers, as well as demonstrations of our products. We announced new products that you will learn about in this newsletter.



This picture shows Bobby Scott accepting the 50th Anniversary award from Hershel Thrasher, Executive Director, Shelbyville Housing Authority.

## Welcome New Customers!

SACS continues to grow.  Please welcome our newest customers!  We now serve 385 housing authorities in 19 states.

- Lebanon Housing Authority     Lebanon, TN
- Maywood Housing Authority     Maywood, IL
- Millport Housing Authority     Millport, AL
- Rockingham Housing Authority     Rockingham, NC
- Union County Housing Authority     Lake Butler, FL

## Build 7020 Highlights

SACS Software Build 7020 was released on 3/22/19.  Listed below are some highlights from this release.

After installing this update, you can view the full release notes from the SACS Main Menu by clicking Help then Release Notes.

**Accounts Payable**
Invoice Entry – Now interfaces with Contract Management.

**Contract Management**
Contract Maintenance – Added a new tab to show paid invoices.

**Tenant Accounts Receivable**
Payments and Charges – Added an option in the menu bar to update the tenant's contact information.

**Tenant Data/Applications**
Applications – Added a menu option to roll back changes.

Setup – Added a new option "Utility Allowance Use Age" to help determine the elderly utility allowance.  This assists our Georgia agencies.

**General Ledger**
Closing Classes – Implement user defined closing classes.  Accountants can now configure the year end closing order and entries.

**Maintenance System**
Parameters – Added a new option to enable push notifications.

Maintenance Workers – Added fields to enable features in our Mobile Work Order app.

**Section 8**
Applications – Added a menu option to roll back changes.

Parameters – Added fields for the portability signer, contact, telephone, and email.

**Web Applications**
Online Payments – Added support for a per day penalty charge.

## Developer's Corner

During the SACS User conference, we demonstrated our new products and features.  Attendees saw our new SACS Dashboard, Timeclock hardware and mobile application, Vehicle Maintenance mobile application, Mobile Work Order push notifications, and the ability to roll back changes in the Applications program.

The SACS Dashboard provides a visual and graphical representation of agency information. You get real-time data of your key operating metrics.  You can view this information on your desktop or mobile device.

The SACS Timeclock is integrated with our new Synergy/A terminal.  See the Product Spotlight column for more information.  The SACS Timeclock Mobile application allows employees to clock in/out and request leave from their mobile devices.

The Vehicle Maintenance Mobile Application allows your employees to easily record fuel purchases and service records.  This eliminates the need for paper records.

We have enabled push notifications in the Mobile Work Order application.  This feature requires the mobile device to have a data plan or be connected by Wi-Fi.  Maintenance workers will see a pop-up message when a work order is issued to them.

Maintenance supervisors will now have the ability to reassign work orders from the mobile device.  When a work order is reassigned and synced with SACS, the assigned employee will receive a notification.

The Applications programs now have the ability to roll back changes.  Users can select a prior rent change and have the information for that certification replace the current information in Applications.  This will allow users to easily revert back to previously made changes.

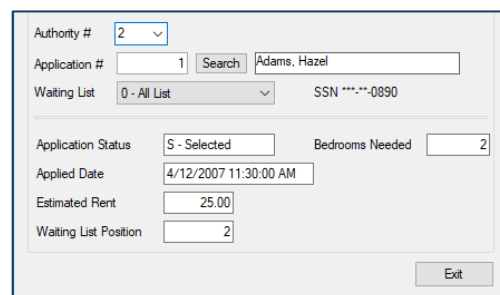As always, we welcome your suggestions and input. Send them to changerequest@sacssoftware.com.

## Tech Tips

**Waiting List Position Inquiry**
The Waiting List Position Inquiry program is available in both Section 8 and Conventional Housing.  This program allows you to quickly view an applicant's position on the waiting list.

Your waiting list selection and sort preferences will need to be established using the Data/Applications Setup program.  On the Specifics 1 tab, select the application status and sort order to include.  These selections tailor the Waiting List Position Inquiry to fit your agency's needs.

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# Backups

It is important to keep good backups of your housing data, letters, and emails. In the event of a disaster your data can be quickly restored. The proliferation of viruses and ransomware makes this a top priority.

We recommend that you keep five independent backups, one for each day of the week. If you are using an external hard drive or jump drive, do not leave it connected to the computer. It should be disconnected after each backup and stored in a secure location. Viruses will destroy information on any connected drive.

Know what you are backing up. We always recommend backing up your housing databases, special formats and letters. In addition, you should backup your personal letters and email correspondence. Some of this information may or may not be stored on your server.

We have an optional Remote Backup Service (RBS) that backs up housing data automatically every weekday night.

# Conference Schedule

SACS is preparing for a busy conference season. We will be attending the following conferences this quarter. Be sure to stop by and visit our booth. We look forward to seeing you there!

| Arkansas Spring Conference | Hot Springs, AR | Apr 24-25 |
| GAHRA Spring Workshop | Jekyll Island, GA | May 19-20 |
| PHADA Annual Conference | Fort Lauderdale, FL | June 1-5 |
| SW NAHRO | Kansas City, MO | June 10-13 |
| SERC Annual Conference | Orlando, FL | June 23-26 |

# Webinar Schedule

This year we will be offering webinars of SACS products. You can view the SACS Webinar Calendar by visiting
http://www.sacssoftware.com/news
You must be logged in to see the calendar.

## Upcoming Webinars

### Time Clock and Dashboard

This session will provide a demonstration of the new Time Clock device and mobile application and how they integrate with SACS. There will also be a demonstration of the new SACS Dashboard.

Event Date and Times
05/14/2019.....................9:00AM - 9:30AM CST
05/21/2019.....................9:00AM - 9:30AM CST

### Mobile Apps – Work Orders and Vehicle Maintenance

This session will provide a demonstration of the new features available in the Mobile Work Order application. We will also demonstrate our new mobile Vehicle Maintenance application.

Event Date and Times
06/11/2019.....................9:00AM - 9:30AM CST
06/18/2019.....................9:00AM - 9:30AM CST

To register, email training@sacssoftware.com or call SACS Sales at 256-397-1999.

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