



## Point Technology as a Precision Tool: How Our Software Ensures Accuracy

Accuracy. For every occupation, it is an aspiration. For some, however, it is an absolute necessity.

We at Point Software understand that this is the case for our users. When you are responsible for managing and accounting for the revenue of an entire municipality – which may easily amount to millions of dollars – you are expected to do everything in your power to minimize, detect and correct costly errors.

It is because of this expectation that we set such high standards for our own work. In order to properly serve our customers, our technology needs to be a tool that not only does the job but does so with precision. We integrated a collection of features into our software to yield the most accurate results possible.

### Automated Data Collection

Technology used for automated data collection provides much greater efficiency than manual methods, not just because of its speed but because of its ability to prevent the inevitable typographical errors that must be tracked down and corrected. For that reason, we began pairing Point applications with automated data collection devices early on. We introduced bar code printing

and scanning for tax bill remittance processing in our third year of operation. Since that time, we have extended our automated data collection offerings to include interfaces for electronic and radio water meter readers and for a check scanner with MICR capacity.

### Payment Date Locking

All of Point's collection applications offer the payment date locking utility. Using this utility for closed work circumvents situations in which that work accidentally disappears or becomes unbalanced.

### Unbalanced Payment Auditor

The Unbalanced Payment Auditor is another useful tool available in every Point collection application. This utility analyzes the payment postings for all years and commitment types in order to find unbalanced payments requiring correction.

### Auto Distribution in W/S

Water/sewer payment distribution is complex as so many factors need to be considered, such as early payment discounts, service charges and separate receivables for water and sewer. Due to that complexity, automated distribution mechanisms for payment posting are both available and recommended in TaxValues™ Public



Works.

### Electronic Data Transfer

Billing information updates come from an assortment of sources, both inside and outside the municipal offices. Given the sheer volume of data that must be carried over, putting those updates into your system manually opens the door for any number of discrepancies. We made it our goal to maximize electronic data transfer usage by providing exchange processes for excise commitments and delinquencies; abatements and exemptions; tax service payments; lock-box payments; and tax billing data conversions.

### Lookup Tables

A lookup table provides a standardized set of values from which users can select. Consistency is gained by inserting rather than typing

values, an asset particularly needed when the employed values have monetary implications. Examples of this are land use codes which affect the valuation of properties and flags which can be used to apply fees to individual bills/accounts.

### Payment Balancing Reports

Point's payment balancing reports are an important resource for pinpointing the cause of any balancing issue that may arise. Running these reports can help you resolve the matter quickly so that you can get your work back in balance and ready to be closed or turned over.

### Increase Your Accuracy

Contact us at 1.800.368.9538 if you would like to learn more about how to use our products to increase your accuracy and save time and money.



## Calendar of Events

| Date(s)                | Event  | Location  |
|------------------------|--|---|
| Mar. 4                 | IAAO Forum 907: Valuation of Cell Towers<br><i>Sponsored by the Litchfield Area Assessor Association</i> | Harwinton Town Hall<br>100 Bentley Drive<br>Harwinton, CT               |
| Mar. 5, 6, 12, 13 & 19 | MAAO Course 5: Mass Appraisal of Real Property   | Tewksbury Police Station<br>918 Main Street<br>Tewksbury, MA            |
| Mar. 21-24             | InterSystems DEVCON2010  | Hilton Orlando Bonnet Creek<br>14100 Bonnet Creek Resort<br>Orlando, FL |
| Mar. 24-25             | CTx Annual Seminar   | Hartford Marriott Farmington<br>15 Farm Springs Road<br>Farmington, CT  |

### Support for Microsoft Windows 2000 Server is Ending

Microsoft has announced that they will be ending support for the Windows 2000 Server operating system on **July 13, 2010**. In advance of that deadline, Point Software has updated our system requirements to include Windows Server 2003 and Server 2008 (as 32-bit versions) for the server's operating system. If you are still running Windows 2000 Server, please advise your MIS department of this change so that an upgrade plan can be developed and deployed.

### FY2011 ALRUS Budget Reminder

We would like to give a friendly reminder to all Point Software customers that the **options form** found on the back page of the FY2011 Annual License Renewal and Update Services (ALRUS) budget planner is **now due**. If you have not sent the options form in already, please do so at your earliest convenience with the option you have selected. You may contact Debbie Goldaper at [dgoldaper@pointsw.com](mailto:dgoldaper@pointsw.com) or call 1.800.368.9538 if you have any questions.

### Providing a Statement of Calendar Year RE Taxes Paid

During tax preparation season, many property owners contact the tax collector's office to find out what they paid in real estate taxes the previous calendar year so that they can submit that information with their income taxes. Point's collection system provides an expeditious means to furnish the taxpayer with a statement showing the requested information.

To produce the statement, first you need to access the relevant real estate

account. From there, open the "Posting Options" menu then select the "Calendar Year Taxes Paid" option to bring up the report criteria selection screen. Supply the appropriate map, block and lot, calendar year and date range then print the report.

The generated report lists all bills issued and amounts paid for the account in the selected calendar year, including any CPA amounts paid.

## Tech Tips

Frequently, we talk about older technology becoming obsolete and the need to phase it out, but this month's Tech Tips illustrates that the keyboard persists as a relevant navigation tool today despite the universal adoption of the mouse by the PC world a couple decades ago. As an example, look at Mozilla's popular Firefox Web browser.

While Firefox provides the user with "point and click" navigation, some actions are done just as easily and even faster with the keyboard. Below are some keyboard shortcuts that may come in handy when using Firefox.

### Mozilla Firefox Keyboard Shortcuts

Press: **Ctrl** + **L**

To: Move the cursor to the location bar (aka address bar).

Press: **Ctrl** + **K**

To: Move the cursor to the search box.

Press: **Ctrl** + **+**

To: Zoom in.

Press: **Ctrl** + **-**

To: Zoom out.

Press: **Ctrl** + **0**

To: Reset zoom to the original setting.

Press: **space bar**

To: Scroll down the page.

Press: **Shift** + **space bar**

To: Scroll up the page.

Press: **Ctrl** + **R**

To: Refresh the page.

Press: **Alt** + **←**

To: Go back to the previous page you visited.

Press: **Alt** + **→**

To: Go forward to the next page you visited.