

# **Aspect Software Monthly Newsletter**

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## Want to help with the Aspect newsletter

Submit a question to <a href="mailto:support@aspect-software.net">support@aspect-software.net</a>

OR

Visit www.aspect-software.net and submit an online comment.

We will address the most popular questions in the newsletter to better serve all of our clients.

## Aspect Software Support

#### What is the best way to get support?

Email – <a href="mailto:support@aspect-software.net">support@aspect-software.net</a>
Web – <a href="mailto:www.aspect-software.net">www.aspect-software.net</a>
Online Comments / Remote Support – <a href="mailto:www.aspect-software.net">www.aspect-software.net</a>
Phone – 405.721.4420
Toll Free – 800.454.3280

# **Have Questions or Need Support?**

Many of the support calls we receive are questions that are answered on our website or in the Aspect Manual. Our website now has many new features including an updated document section that has training guides complete with screen shots and a report section that has an ever growing library of sample reports. Also added for your convenience is a place to send a question or a request to our support team. No more hunting for e-mail addresses or phone numbers.

Don't forget check out our New Website at www.aspect-software.net

# TIPS OF THE MONTH

Why does the word 'incomplete' appear next to the date when I open a Cost of Sales Report or an Inventory Extensions Report?

If you skip an item when entering an inventory count, Aspect will use the perpetual inventory (what it calculates you should have) as the ending inventory for that item. An Incomplete message indicates that a count was not entered for one or more items on that day. If you want to record a zero ending inventory, you need to enter a zero rather than skipping the item. You may have items like operating supplies that you do not count. Skipping these would cause the incomplete message to appear. To address this, right-click in the inventory count window and select Initialize Counts from the pop-up menu. This will cause Aspect to enter a zero count for all items that have not been counted. It will not overwrite the counts you did enter.

Another way to approach this is to select Inventory Setup from the Settings menu and then Inventory Settings. Turn on the checkbox labeled 'Initialize Inventory Counts'. This will cause the program to automatically fill in zeroes for all items when you open an inventory count for the first time.

You would not want to use this feature if you do daily counts or mid month counts on specific inventory items because it would keep resetting the perpetuals to zero on those items that you do not count every day.

Did you know you can visit documents and interactive manuals online at www.aspect-software.net?

Go online and navigate to <a href="www.aspect-software.net">www.aspect-software.net</a>. Once on the page, click on either "Doc" and/or "FAQ" to access the documents and interactive manuals.



Home | Features | Interfaces | Download | Doc | Reports | FAQ | Pricing | Supp



Additional Tips and Frequently Asked Questions can be viewed at <a href="http://www.aspect-software.net/doc/Faq.htm">http://www.aspect-software.net/doc/Faq.htm</a> or in the program itself under Help / Users Guide.

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