



# Vetech View

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(800) 677-8832

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## Happy New Year

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Welcome to 2010! We at VETECH Software want to thank you for your continued support and feedback on our Advantage practice management software. We look forward to working with you throughout the year to ensure you get the most out of your computer system. With this in mind, we want to start the year by suggesting you get started with some habits that will keep things running smoothly. Please contact our office with any questions regarding these procedures.

**Daily Backups of your valuable data.** If you are not backing up your valuable data each day, please start. Your data is much more valuable than your computer equipment and cannot be replaced unless you have a backup.

**Moving the backup off of your Server computer and even off premises on a regular basis.** If you keep your backups on your server computer and your server computer fails, then you lose both your data and your backups. Removable storage is very inexpensive.

**Clean your computers and printers regularly.** Vacuum near your computers on a regular basis to avoid the dust and hair buildup that will eventually make its way inside your systems. Compressed air is also very useful to clean computers and printers. For Dymo label printers, special cleaning cards are available to keep the sensor clean and operating properly.

**Refresh Window.** If you are in the habit of leaving your computers turned on 24/7, take time to reboot Windows at least every week or two. A reboot will clear your computers short term memory and re-load windows and any other programs you run.

### Fine Tuning your Appointment Schedule

There are many ways to custom tailor your appointment schedule to meet each practices needs. Most users quickly explore setting up different appointment reason codes and colors to create a very attractive schedule. There are many other options in the Setup Practice/Appointments menu to help you customize your schedule

*Quote of the month:* "I love to sleep. It's the best of both worlds – you get to be alive...and unconcious."

- Rita Rudner



150 N. Wiget  
Lane  
Suite 211  
Walnut Creek,  
CA 94598

PHONE:  
(800) 677-8832  
(925) 932-5044

FAX:  
(925) 932-5597

E-MAIL:  
info@vet-  
software.com

Here are some options you may consider using. These items are circled on our sample appointment menu.

**Changing the text font style and size.** If you are having trouble viewing text and notes for appointments, then try adjusting the font style and size until you find a setting you like.

**Configure reminders and recalls to display:** Reminders and Recalls can be automatically displayed with adding and editing appointments. This will alert staff to mention these items to a client during their conversation. You can configure which reminders and recalls to display by changing the number of days into the future or past to search for.

**Configure the Display scale and number of hours shown at a time:** If you would like to see more detail on each appointment, try decreasing the number of hours displayed. If you want to see more appointments, but less detail, increase the number of hours displayed.

## Man's Best Friend

**Embarrassing Dog.** The Milner family of Dorset, England, was playing around with Google Earth, an Internet service that displays satellite photos of nearly any location on the planet. They looked up their home and saw a mysterious brown blob on their front lawn. The Milners finally came to realize what that brown blob was: Boris, their bull mastiff. At 200 pounds, the dog was so overweight that he could be seen from space.

**Traitor Dogs.** Police in Marion Oaks, Florida, went to the home of Wayne Huff to arrest him on wire fraud charges. Huff came to the door with two of his dogs and resisted arrest, so the police used force. The struggle continued as the cops dragged Huff into his front yard. Both of Huff's dogs then attacked him on his arm, back leg, and ear. The bites subdued him enough to be peaceably taken away by the police.

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**www.vet-software.com**