

# LANsultants Times

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## DAYLIGHT SAVINGS TIME

If you have not already heard, the Energy Policy Act of 2005 extended Daylight Savings Time starting this year. DST now begins on the second Sunday in March which is March 11<sup>th</sup> in 2007. Though two year's notice was provided software vendors were late to respond to the detrimental and potentially significant impact this will have on some computer systems as discussed in LANsultants email of February 15<sup>th</sup>. DST ends a week later as well, which is November 4<sup>th</sup> this year.

Though we have already initiated a program to install the necessary updates on our clients' systems and are more than half completed, some vendors are just now releasing their final fixes. In some cases, previously released updates were themselves updated in response to issues reported by early adopters.

E-mail and calendaring systems stand to be affected most significantly, but everything from workstations to servers to specialized software such as Equitrac cost recovery systems may be impacted. Clients running legacy systems for which no specific fix is available have already been notified.

In order to alleviate any possible unforeseen circumstances, Microsoft, GroupWise, and other providers of calendaring software have recommended that the appointment start time be explicitly included in the description field of calendar records scheduled in the gap between the new and previous DST start dates (March 11<sup>th</sup> to April 1<sup>st</sup> this year). *This point is most important and we recommend reviewing with your staff.*

LANsultants is relying on Microsoft, Novell, and other hardware and software developers to provide the proper fixes in a timely manner, and relies on their assurances regarding both necessity and resolution.

## ELECTRONIC INVOICING

When the cost of the paper, envelopes, stamps, and toner are factored in, the cost to create invoices is over a dollar each, and that does not even include processing time. With the price of postage stamps scheduled to increase later this year, this cost is only going to go up. Additionally, two to three days are lost to mailing. To minimize costs and improve delivery time, we would like to start e-mailing invoices to our clients.

This will be a voluntary program. If you prefer to receive invoices via US Postal Mail, you can continue to do so. We receive many invoices from our vendors via email in PDF format and find it to be reliable and efficient. It leads to quicker payment and lends itself to electronic filing.

If you would like to receive invoices electronically please respond to this e-mail stating your election, and include the e-mail address to which your invoices should be sent. If you find later that you prefer US Postal Service delivered invoices you can change back at any time.

Depending upon your PDF editing skills, one feature we have enjoyed is the ability to make comments directly on the PDF invoice so that the vendor can answer inquiries.

For those of you who do elect to participate, we look forward to your comments on how we can make the format and other features of the electronic invoice more suitable to your needs.

In 2007, one of LANsultants' goals is to implement new procedures to reduce costs and improve service. Electronic invoicing is just one example of changes in our systems to better serve our clients.

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