

# LOCIS



# Focus

LOCAL GOVERNMENT COMPUTER AND INFORMATION SERVICE

## Newsflash

August 2007

4000 W. Jefferson St. Joliet IL 60431 Ph:(815) 744-0011 Fx:(815) 744-8182 Tech Support: 866-LOCIS99 [www.locis.com](http://www.locis.com)

## Upcoming LOCIS Events



November 8th	<i>User Group Meeting</i>	Bolingbrook, IL
November 9th	<i>User Group Meeting</i>	Springfield, IL
November 27th	<i>Utility Billing Training Class</i>	Collinsville, IL
November 28th	<i>General Ledger &amp; Accounts Payable Training Class</i>	Collinsville, IL
November 29th	<i>Payroll &amp; Calendar Year End Training Class</i>	Collinsville, IL
November 30th	<i>Calendar Year End Training Class</i>	Decatur, IL
December 4th	<i>Utility Billing Training Class</i>	Joliet, IL
December 5th	<i>General Ledger &amp; Accounts Payable Training Class</i>	Joliet, IL
December 6th	<i>Payroll &amp; Calendar Year End Training Class</i>	Joliet, IL



After Hours Support

**AFTER-HOURS SUPPORT LINE**  
(815) 325 - 9241

Monday – Friday	5 PM – 9 PM
Weekends & Holidays	9 AM – 5 PM

## Holidays

Labor Day	September 3rd Office Closed
Thanksgiving	November 22nd November 23rd Office Closed
Christmas Eve	December 24th Office Closed
Christmas Day	December 25th Office Closed

## Required of ALL LOCIS Customers

Comet Serve 32 increases your processing speed and performance for a Windows network (Both Peer-Peer on Windows Server Environment) by becoming a True Client-Server System. In Locis 6.0 and **required** for Locis 7.0, there will be new features that **will not run without it**. The cost of this product continues to rise. Please contact Darcy at LOCIS as soon as possible to order Comet Serve 32.

Note: Any single user environment does not require this product.

# COMMUNITY PROFILES



## City of Murphysboro

**Founded:** 1857

**City of Murphysboro**

1101 Walnut Street

**Population:** 10,000

Murphysboro, IL 62966

**Slogan:**

*"More than a day's Adventure."*

**Schools:**

*Murphysboro C.U.S.D #186*

**Sports:**

*Murphysboro Red Devils*

**Sites to See:**

*Kinkaid Lake and Shawnee National Forest.*

**Interesting Notes:**

*The most famous person who lived in Murphysboro is Major General John A. Logan.*



***Have you returned YOUR community profile sheet?***

If you are a newer community to the LOCIS family and have not been featured in the newsletter, please contact the Joliet office at (815) 744-0011, our toll free line (866) 562-4799 or email Darcy at [darcy@locis.com](mailto:darcy@locis.com) to receive a copy of the Community Profile Sheet. All information will be saved for a future issue!



## Welcome!

City of Maroa

City of Murphysboro

City of Pinckneyville

Village of Saint Libory

Village of Shabbona

## Inspirational Quote

*"Success is not the key to happiness.*

*Happiness is the key to success. If you love what you are doing, you will be successful."*

*-Albert Schweitzer*



# The Mail Bag

## Utility Billing

**Question:** Can I re-run the Unapplied Cash Report (UUCP) from this morning?

**Answer:** *No. Once you have answered "YES" to the question, "Did the report print correctly?" you can't go back.*

**Question:** Can we penalize people on level pay that don't pay on time?

**Answer:** *No. Level pay is a special privilege that the city offers to its billing customer if the people can't make the payment then they should be removed for level pay and penalized like everyone else.*

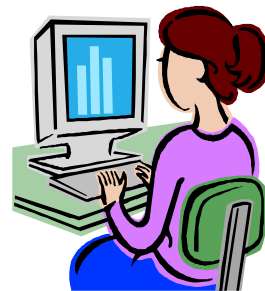
## Accounts Payable

**Question:** If I should accidentally void a vendor check twice in Void Issued Check Entry (NVE), but have not yet updated, can I correct my mistake?

**Answer:** *Yes, you can correct the condition easily as long as you have answered 'No' to your printout being printed correctly. Re-enter NVE and put in the Fund number and when you get to the Vendor # field, enter an asterisk (\*) followed with DEL and press the enter key and it will allow you to delete all the entries and start over. Remember, it will erase ALL the entries, you can't pick and choose a particular one. It's all or nothing in this program. Then make sure you end with the Void Issued Check Register/Update (NVR).*

## Dry eyes? It could be your computer

"If you tend to squint at the monitor, you'll end up blinking less-and that in turn will mean dry eyes. In a study at Ohio State University, computer users who squinted even a tiny bit wound up blinking at half their normal rate. 'We squint by reflex whenever we have trouble seeing,' says lead researcher James Sheedy, O.D.,Ph.D., a professor of optometry. To minimize squinting, first check



your setup. Maybe a bright lamp is causing trouble. Or perhaps the brightness control on the monitor needs adjusting or you need new glasses. Then, as you work, consciously relax the muscles around your eyes.

And rest every 20 minutes by looking away from the monitor, toward something in the distance."

-Good Housekeeping: May 2006 Issue

