



# Keystone NEWS

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## 30 YEARS OF KEYSTONE!

Bruno Caprez started Keystone Systems on March 8, 1978, working out of his home. He wrote custom software for businesses, using computers with brands like PolyMorphic and Imsai. Computers typically had one or two 8" "floppy disk" drives, each of which held about 1/20th the capacity of the last 3.5" diskettes that you may or may not remember. He developed programs for pension fund managers, small manufacturers, retailers, and distributors. Chris Brandvold, working for a small family business was one of his earlier clients. Like most of those early customers, Chris was looking for a programmer who not only understood computers, but business and accounting. The few competitors Bruno had generally understood the "techie" side, but not things that a business really needed to know to survive. An MBA on top of a computer science degree turned out to be a great background.

One day, Bruno mentioned to Chris that he needed to find someone who understood business and accounting and at least a little about programming to help grow Keystone Systems. Chris, with a degree in Business Administration (Finance), six years of banking experience, four years of small business office management, and a couple programming courses under his belt, suggested he might know someone....Besides, he had been scrutinizing Bruno's programming for months to understand the how it worked. The rest, as the cliché goes, is history.

For a while we continued to work out of Bruno's home or, often, at the client's business. We did not own our own computer for the first five years of business—we just used the clients' computers.

Over the years, there has been one overriding secret to our success: pick strong clients and always strive to do a great job for them.

**Thanks to all of you for 30 great years!**

## WE LISTEN TO YOU

Keystone users continue to be a great source of ideas to grow our software. This year, we implemented 70 significant software changes suggested by our clients. Use the LATEST SOFTWARE CHANGES button on the login screen to get a complete list of changes done this year. Below is a list of some of the major changes this year.

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## SUPPORT FOR VISTA

As everyone probably knows, Microsoft came out with a new operating system, Windows Vista, to replace Windows XP. One of their major goals was to provide tighter security to protect their operating system and your information and data. We made the major commitment to support this operating system so that customers can continue to buy the latest hardware systems, which run Microsoft's latest versions. Part of their security design prohibits programs from writing anything to the Program Files directory. We modified our software to use the new standards and created a new location (\KEYSTONE) for the many non-data files that we have to create. These include report definition files, dispatch screen setup files and more. We also updated our error messages to the new VISTA standard, which provides more information to users. We implemented this change on all versions of Windows, not just Vista. We also adopted Microsoft's suggestion to use their new SEGUE UI font, created for even easier reading on the screen. For our non-Vista users, we increased the screen font size throughout our software from 8 point to 9 point, for a closer approximation of the SEGUE UI font.

## E-MAIL STATEMENTS/INVOICES

We have added the ability to easily e-mail invoices and statements from our system. You even have the ability to include additional attachments. If you are scanning your documents you could, for example, attach a proof of delivery. Here at Keystone, we have taken advantage of this feature and we now e-mail most of our monthly statements. This saves us time in folding, money in postage, and, hopefully, a tree!

## IFTA RATES DOWNLOAD

You can now download the current IFTA rates from the web. Instead of entering the new rates each quarter, just press a button and your system is updated to the current rates.

## @ROAD TRUCK COMMUNICATION

We now support 4 different mobile communication firms: QUALCOMM, PeopleNet, Geologic, and, new this year, @Road. One client was so impressed with @Road, they switched from QUALCOMM to take advantage of their features.

## FEDERAL ELECTRONIC FILING OF W-2, 1099-MISC

We added this feature towards the end of the year for our larger clients. You are now required to file electronically if you are filing more than 250 W-2 forms or 1099 Miscellaneous forms.

The 2007 completed suggestions break down as follows:

- 35 Trucking
- 12 Battery
- 7 General
- 9 Payroll
- 2 Accounts Receivable
- 1 Accounts Payable
- 1 General Ledger
- 3 Maintenance

## HELP MAKE KEYSTONE'S TRANSPORTATION SOFTWARE EVEN BETTER FOR BROKERAGE

A high percentage of Keystone's clients have become more involved in brokerage. Unlike many transportation software packages, you do not have to learn a new set of skills and procedures for brokering loads with Keystone!

Many Keystone clients either run a combination of their own trucks and brokered carriers, or run straight brokerage. We have seen this trend increase the last few years.

Management and control tools are even more critical when you are entrusting your loads to outside carriers.

Keystone provides several tools to help you safely and profitably broker loads:

- Load / Rate Confirmation & Contract
- Different levels of customer information for company drivers versus outside carriers
- One-click carrier settlements to Accounts Payable - Easily pay when you are ready!
- Carrier status notes on Dispatch Central Screen - Easily flag outside carriers for insurance expiration, non-available dates, and more.

To meet the needs of clients who broker, we would like to enhance the support of this important aspect of the business.

One area under consideration is a more formalized Brokerage Profile, including insurance coverages, prioritization/preference of carriers, traffic lanes, equipment availability, more e-mail capabilities to tender loads to selected carriers.

**Call Keystone today if you would like to learn more about Brokerage changes under consideration for Keystone's Transportation Software.**

## CLIENTS SAVE TIME AND MONEY

Many of our new clients each year come from using QuickBooks to Keystone Systems' accounting, which is included with both our Transportation Software and our Battery Inventory and Sales Management Software.

They comment about how nice it is to have everything in one place. Most of these customers were using QuickBooks for basic accounting, another software package or spreadsheets for IFTA Returns, and Excel spreadsheets for keeping track of driver pay and advances. Their Keystone Systems Transportation Software lets them do it all in just one software package. Each piece of information can be entered once, flowing automatically to wherever it is needed in the system.

One of the most-commented-upon time savers is the ability to enter fuel service statements into Accounts Payable, and at the same time record information for IFTA and driver settlements. Companies who have purchased the Fuel Service Interface option save even more time by being able to download the transactions from the fuel card service's web site and importing them directly into their Keystone Systems database.

Companies that have purchased the

Dispatch Central option save time by allowing their dispatchers to set up loads, including most of the invoicing information. This gives dispatchers more control over what is recorded for their purposes, but also helps billing clerks. When the driver turns in a packet, most of the information is already in the system, ready to bill.

Many clients also use one of our Mileage program interface options. They save time on billing, IFTA, and mileage pay drivers settlements. Since the system already knows the deadhead location, pick/drop locations, and trip end information, the software can pull miles for wherever it is needed in the software. If you prefer, you can use the mileage database to reconcile your drivers' odometer readings.

Perhaps the biggest tribute to our software has come from former employees or part-owners of Keystone's clients who have moved to another company. They often purchase or recommend our software for their new company or employer!

## DO YOU USE EFS TRANSCHECKS?

Keystone Systems now has an option to allow you to set trip and daily limits and to track the current status for each driver or carrier. If you would like to automate the whole process, give us a call today.

### HOLIDAYS

Keystone will be closed:

Tuesday, January 1    New Years Day  
Monday, January 21    ML King Jr Day  
Monday, February 18    Presidents Day



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