Newsletter for May, 2009
from
Club Data Corporation

This newsletter is sent monthly to Club Office users to provide helpful hints or information that you may find of value.

This Month:

We have had very favorable comments about our piece in the April Newsletter about changing the size of the error message box and other Windows displayed information for all of the applications on your POS or Club Office computers. If you have not tried resizing yet, we encourage you to give it a try and see if you like more readable information. Refer to the April Newsletter for details.

Updates:

There are updates on the Club Data web site this week for Club Office, SQLPos, and TimeClock. The updates are mostly cosmetic but there are report changes and fixes to situations that have been reported. As always, we encourage you to be on the latest version of code for the best performance possible.

Report Processing:

We're not sure that everyone is fully aware on how to permanently expand the view of printed reports prior to printing nor that there is the built in capability to export the reports to a PDF, XLS, DOC, or other format for retention and dissemination. See attachment 1 for more on these topics.

Club Management Tip:

We were reading in the <u>Nation's Restaurant News</u> that a bar in Portland, Oregon has been holding regular cocktail classes for up to 12 of their customers where they teach customers about cocktails and get their customers involved making (and of course tasting) drinks.

These classes can be compared to Wine Tasting Parties – but for cocktails.

The classes attract new customers and are keeping existing customers coming back. The classes usually run from 5:30 to 6:30 on a slow night and most of the students stay for dinner. For $75, the classes usually sell the classes out.

Other bartenders, managers and owners across the country have implemented similar programs to promote additional business, encourage people to use their business, and educate their customers.

A variation could be pre-arranged tableside lessons for diners while waiting for their meals.

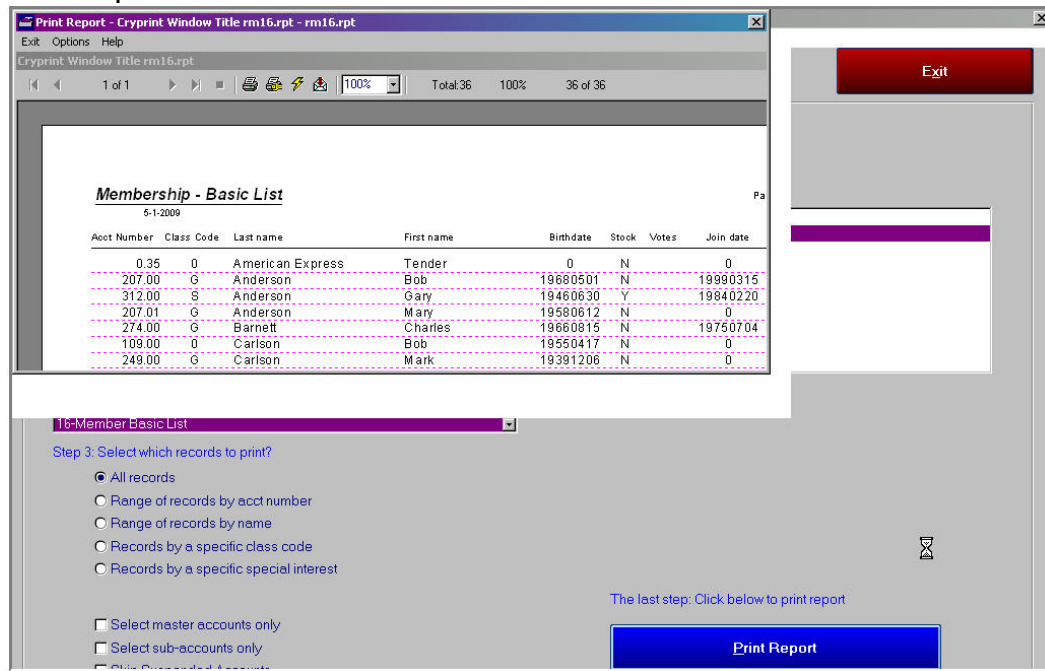If you have an experienced bartender, might this be an idea for you?

Please share this newsletter with your colleagues.

Bill Hallberg
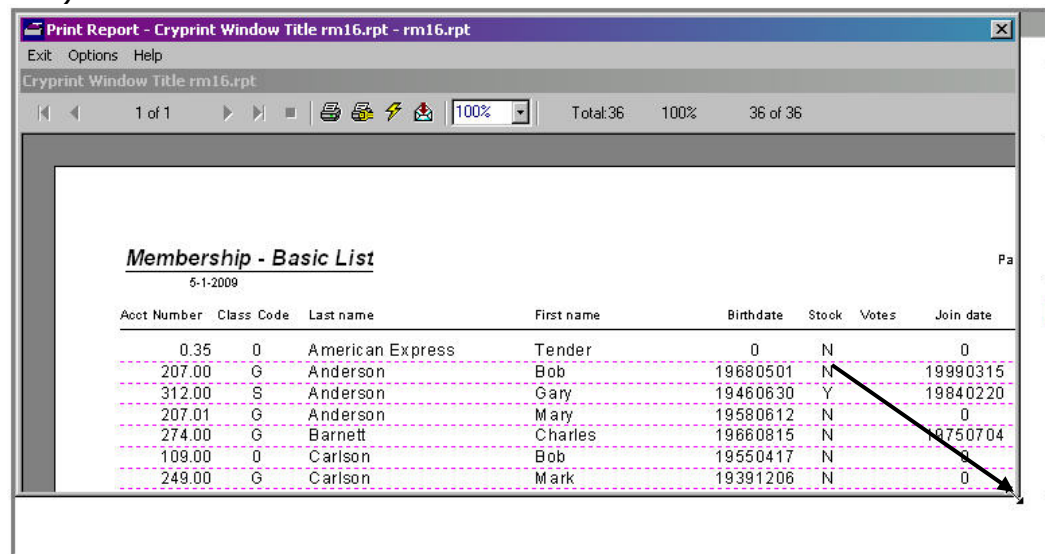**Club Data Sales and Service**

Formatting Reports Within Club Office

As a **one time setup**, you can change the size of the Club Office reports that are displayed to screen prior to actually printing them. To do this:
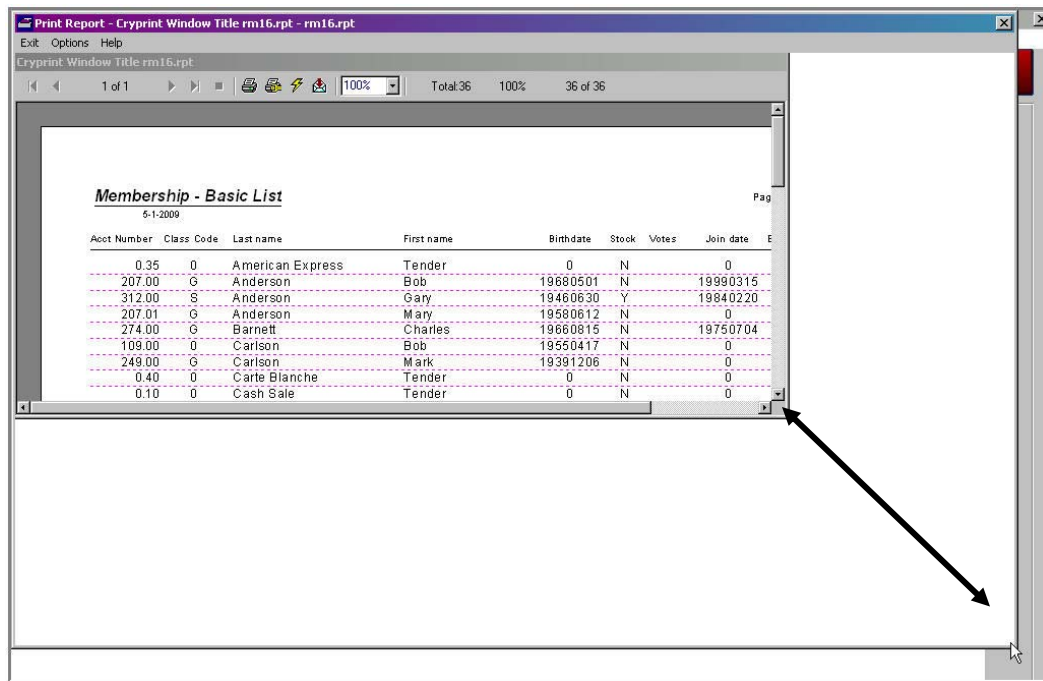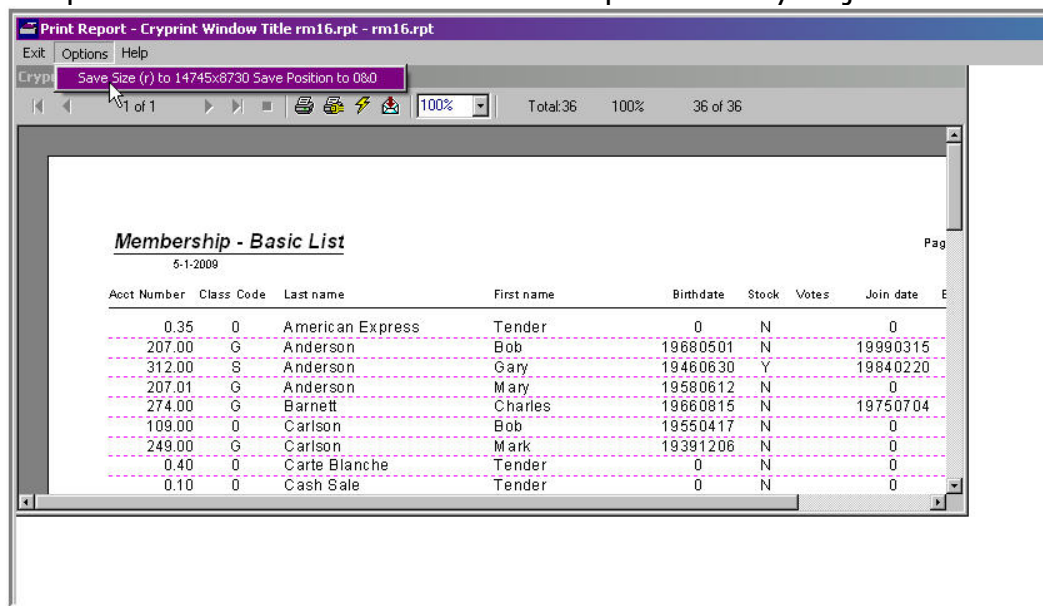
Run the report:

Grab the lower right corner of the report and drag it to full screen (or as desired)
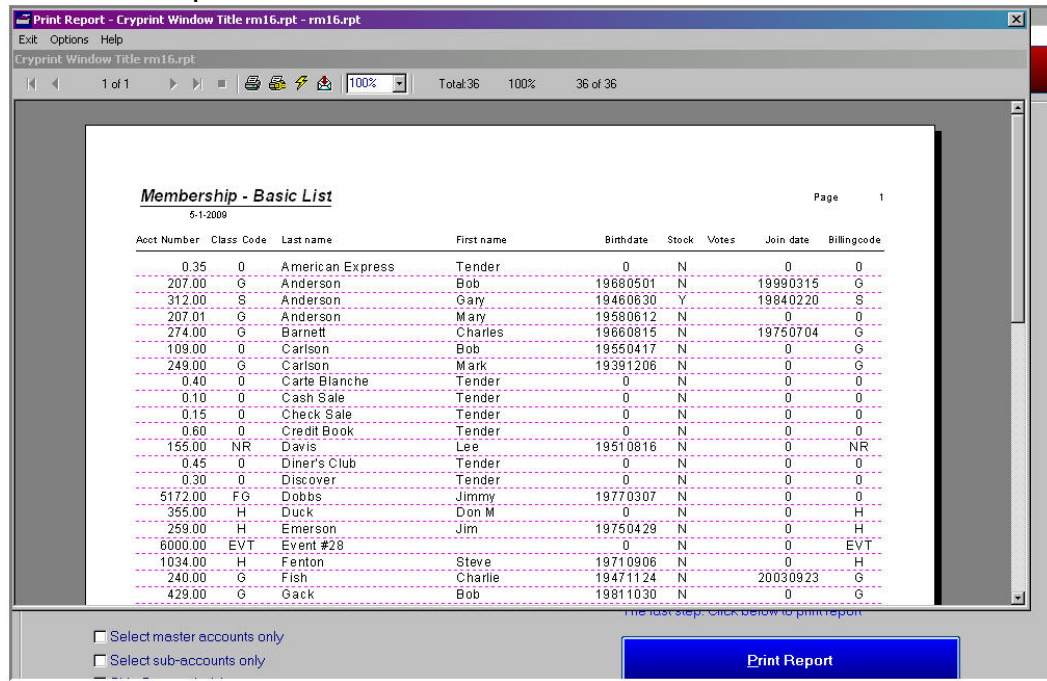
Result:

Go to Options and save the size of the reports that you just created.

The next time you run a report, the new size will be displayed for this and all other reports.

Output Format:

With all of the reports in Club Office, you have your choice of format, whether it be sent to printer or sent to another format such as Adobe PDF, Excel, Word, or others. Select the "Export" Icon and proceed.

Many users find that a PDF format is an excellent and convenient way to have a report on file that can be reviewed and forwarded without having paper and using trees.