

COGITATE

Monthly Newsletter

Fall is upon us

We hope you all had an enjoyable summer and are ready to brave another Michigan winter. Since the summer was so chilly, the Cogitate staffers stayed indoors and worked on numerous projects. This newsletter will touch on a partial list of our endeavors.

Invoice Plus is Done

Invoice Plus is complete and running at the Saginaw County Road Commission. Invoice Plus is a project billing system that extends the existing HMS Accounts Receivable system. Invoice Plus is available for installation at your road commission right now. Call us for pricing and further information.

W2 Form Reminder

The 2009 W2 form has some changes to it. Our printable W2 and W3 forms are under review by the IRS and awaiting approval. You can order the blank perforated 4-up forms with preprinted backer information on the internet at www.quill.com, Item # 902-5209. The W3 form may be printed on plain paper.

HMS/MMS Documentation Update

Preparations are underway for a major update to the Highway Management and Mainstreet Management manuals. If you have any additions, changes, or errors you want to report, contact Barb at barb@cogitateinc.com and she'll incorporate them into the new document.

New Technology = Great Video Help!

Cogitate is taking advantage of new technology and software to produce a set of online demonstrations and training videos. To get our feet wet, we're producing an online demonstration and training videos for our UtilAbility software. Demonstration and training videos will be added for Highway Management and Mainstreet Management at a later date.

Customer Referral Program

We've extended the scope of our Customer Referral Program to cover our entire software line – from UtilAbility to State Trunkline Billing and everything in between. For information on this program, please contact us.

Hardware and Software Recommendations

New hardware and software seems to come down the road at a blinding speed these days, and you may feel overwhelmed trying to keep up. We want to help you with a few recommendations.

- We used to ask that you call us for computer specifications when you were ordering new hardware. Nowadays, any computer you purchase will meet (or exceed) our standard requirements with the exception of memory. For optimal performance we recommend that you have at least 3 gigabytes of RAM.
- Operating systems are another matter. Cogitate's software is fully compatible with the Vista 32-bit and 64-bit operating systems. The next version of Microsoft Windows is scheduled to be released in October. We are waiting to get our hands on this release to test for full compatibility. Cogitate is embracing the new technology and will be fully compatible with version 7 as soon as is humanly possible. Cogitate will support every operating system that Microsoft is actively supporting.

UtilAbility News

Cogitate is developing a campaign to sell UtilAbility nationwide. This is a major undertaking requiring new advertising, a complete documentation overhaul, video demonstrations, website development, and new training tools.

An upgrade CD to version 4000 will be mailed shortly. This CD will have a complete set of installation steps that will answer any questions you may have. Future upgrades won't be as involved. Included on the CD will be an improved online help system and a new printable PDF manual.

A product website is under development for UtilAbility. The future version of this website will have pages covering UtilAbility's features, an overview of the software, purchase information, support and demonstrations. Training videos will be added to the Support page in the next week or two. The website's address is www.utilability.com.

If you do not wish to receive these newsletters, please reply to this email and insert the word "Unsubscribe" in the subject line.

© 2008-2009, Cogitate, Incorporated. All rights reserved.
PO Box 980685
Ypsilanti, MI 48198
www.cogitateinc.com
www.utilability.com