Taxware Systems

November 2011 Newsletter

Nov. 16 2011

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PRESIDENT'S CORNER

We hope your last tax season went well and was profitable for you. The new features we added have made a substantial difference and we look forward to the enhancements for 2011. I have gone paperless using the TWPDFDocArk feature and love the new capabilities. I'm looking forward to the new contact center and having better contact with my clients.

There has been significant progress in our support capabilities. Webinars have been going throughout the off season, several instructional videos have been added to the website, and our added staff have been able to "look" at your computer when analyzing problems.

We wish you a very merry Christmas and a great tax season.

PROFORMA ORGANIZER

The Proforma Organizer has been updated for the 2011 tax season. If you are currently registered through our website, and we have your current e-mail address, then you should have received an e-mail notification with the download links. If you didn't receive an e-mail notification, please go to our website and register. This also enables you to use all of the additional support tools available to you on our website.

The proforma download link is:
www.taxwaresystems.com/ftp/wintax/11proforma.exe

If you are not able to download files or would like a hard copy CD, feel free to get in touch with us and we can send it out upon request.

TRAINING SEMINAR

Our annual client seminar dates and location have been finalized. We really encourage you to attend especially if you are a new client. It gives us an opportunity to meet you and personalize our partnership in the tax industry.

We outgrew our old location and have moved the seminar to the Ayres Hotel & Suites Ontario Convention Center on January 9th through January 10th 2012. The first day will cover tax, depreciation, some enhancements, and software changes. The second day is a half day seminar to go over electronic filing use and getting approved through the IRS and FTB systems.

As always, the cost is minimal and simply offsets the conference room and food. Please use the attached registration form to get registered.

Taxware Systems Inc.
924 W 9th Street
Upland, CA 91786
909-931-3131
www.taxwaresystems.com

PARTNERSHIPS

Audit Guard

Some of our clients have recently asked about audit guard recommendations. In the client billing information there is a new button in the tool bar called "Audit Guard". If this is selected it will open the Audit Guard Website and add their $30 fee to your client billing information. To learn more about audit guard protection or to register with them visit them at their website listed below. www.taxauditguard.com

PDI

Profit Developers Inc. is a company that provides additional e-file transmission options. They provide a powerful transmission program that will directly integrate with our tax programs and file your returns electronically. This third party system provides clients that struggle with the getting approved process or working with the IRS an additional e-file option. They have tiered return pricing and unlimited return option pricing. They can send 1040 as well as entity tax returns. 800-270-3643
www.profitdevelopers.com

The Tax Book

We added this research guide link to the Wintax program. If "TheTaxBook WebCD" has been installed on your computer, this button will be enabled automatically. For Taxware clients they will sell the WebCD for a discounted price. When you contact them let them know you are a Taxware client to receive your discounted rate. www.thetaxbook.com

We are still getting all of the details but this year they also added a web based system. After you open their website you can login and search for content without installing anything to your computer.


ATLAS

ATLAS Financial Services is a company that's been processing Tax Related Settlement Products since 1989. They offer products and opportunities to all tiers of the Tax industry including ERO's, Service Bureaus, Banks, and other Trading Partners.

Working with Taxware Systems, Atlas provides additional e-file transmission options if going direct is not for you. www.atlasfinancialservices.com
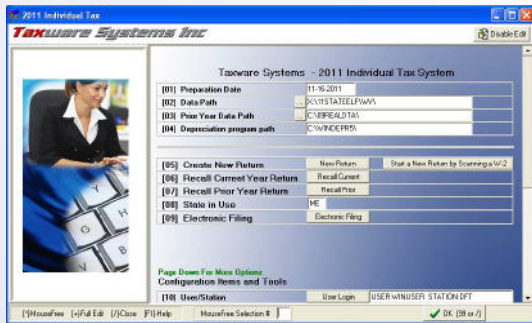

ADVENT

Advent offers a full suite of Refund Settlement Products, including the Get It Prepaid Master-Card®, that work seamlessly with Taxware Systems. www.adventtax.com
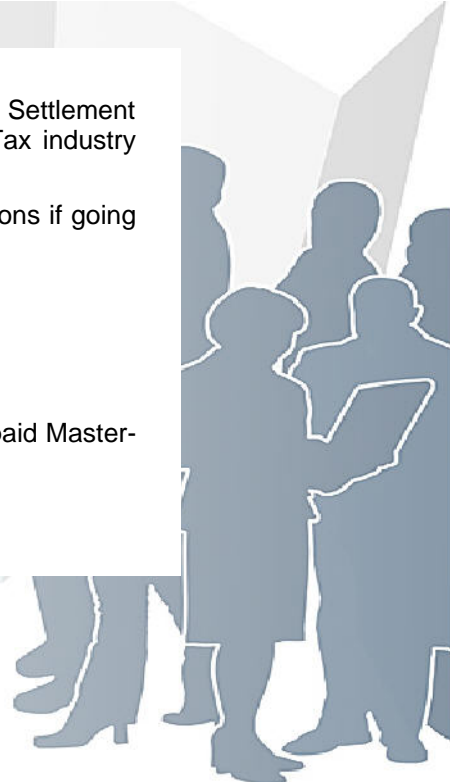
ENHANCEMENTS

Taxstart Menu

In the Wintax program, the main start menu has been too busy. This year we put things into a clean linear format putting the most commonly used items at the top and the configuration items down below in a scroll box. We were careful to leave the numbering the same on the commonly used options with the exception of "E-File" which is now option "09". We also added the ability to disable the data folder paths so they aren't accidentally changed. The disable function can also be locked out with the password option located in the "Defaults and Settings"

TWContact Center

This is a new, exciting program that will ship with your upcoming Wintax program. This application adds the ability for you to communicate with your client via e-mail or text much more easily. It will also help us provide better support to you by adding the ability to e-mail us data files for a specific client with one button click. Some SMTP configuration is needed for e-mail and texting but it's worth the set up. There will be a section in the upcoming enhancements video regarding this program that will show you how to use it in more detail so check our videos page in a few weeks.
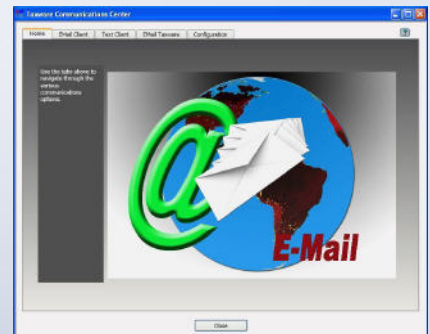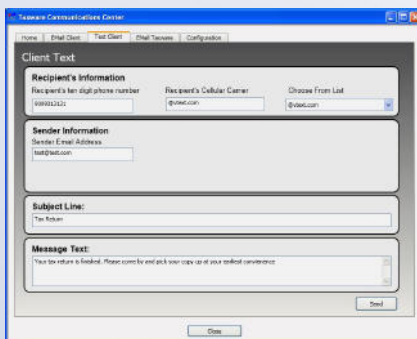
Configuration Files Backup

In "Miscellaneous Features", option (13) will make a copy of all your system configuration files. This is really nice if you need to set up a computer quickly and don't want to set up all of your billing, print, preparer, transmitter and other options. Running this will make a copy of all of those files to a folder that you choose. If you are setting up multiple stations on a network we recommend setting up one computer and then coping these files to a USB stick or common network, location so that you can easily copy them into the stations program folder and overwrite the blank configuration files.

2441 Care Provider Lookup

In the 2441 we added a care provider EIN lookup option. This works similar to the employer lookup located in the W2 section of the program. In the "Add Provider" selection you will now see F5 next to the employer EIN number. This will open a selection grid of previously added providers. If you enter a provider that the program doesn't recognize it will automatically add that provider to the database for future lookups.

Our goal is to consistently make the software better. We won't cover every enhancement made to the systems, but here are a few that we thought you might like to be aware of.

Tax Reports This is in addition to Taxbase. We are adding reports to this section all the time. One of the latest is an interface with Refund Advantages distributive report that will enable you to match up actual money that was disbursed. This will be a great report to help determine preparer productivity. In addition to that report we added a summary by EFIN report that will help track office totals through the Refund Advantage disbursement listing. When these reports are accessed the amount received through bank products will be reported automatically to your clients paid amount on their bill. These built-in reports are finished and ready to release with the 2011 Wintax program. They are accessed from "Reports/Letters" in the tax start menu. Various client listings have been added including a grouped listing by preparer as well as reports to show new and lost clients. All of the new reports can easily be exported to various document formats.

2D Barcode Scanning The SSA is continuing to develop a 2D barcode system for filing W2's and W3's. This is exciting because it opens the door to scan W2's that a taxpayer would bring into your office and save a lot of data entry time in a more error free system.

We have adapted that technology so that either the W2 can be scanned directly into the W2 input section of the Wintax program, or if its a new client, the tax return can actually be started by scanning a W2.

The SSA's 2D barcode program is optional so it's hard to say how many companies will participate, last year we didn't see as many W2's as we had hoped. There are some rumors that one of the largest payroll providing companies is taking a look at adding the 2D functionality but at this time nothing has been confirmed. To read a barcode you will need to purchase a USB 2D scanner and they go for around $200 to $300 dollars. Without knowing how many W2's you will see this year with 2D barcodes on them, it might be a good idea to wait and see how many of your clients bring in a W2 with a 2D barcode prior to purchasing one, but it's an exciting option.

Make sure the one you buy is capable of reading 2D PDF 417 barcodes. At Taxware we use a Metrologic model 1690. Here are a couple sources for good deals on barcode scanners:
www.barcodegiant.com or call Forrest James at Vantage ID 619-754-4017

Entity Electronic Filing Federal entity electronic filing has been available for 1120 returns since 2008 with the addition of the 1120s in 2009 and the 1065 in 2010. With the IRS's Mef system, having an e-services account with the IRS is mandatory. When you set up your account make sure you make the selection to e-file 1120's and 1065's. We would actually recommend that you select them all so that when we add additional options you won't have to modify your e-services account.

If you are interested in e-file for entities please watch the video for the 1120 e-file system located in the videos section of our website. To send these returns the IRS IFA system is used which is a different system than what you are currently using to file your 1040 returns. We have also added a direct interface with PDI for transmitting the entity returns if you have trouble with the IRS or the IFA system they have set up.

It's hard to believe but the IRS developed the 1041 e-file program under the legacy system. We have developed the 1041 e-file system for this upcoming tax season. It's flow and functionality is similar to the 1040 e-file system and uses Taxwares Wincomm to transmit the tax returns. The system is designed to handle small to medium size Estates and Trusts. If you are working with a complicated return it will need to be paper filed.

Entity e-file is moving forward but without the faster refund incentives attached to a 1040 return, our clients still seem to prefer to put a stamp on the return and send it via mail. This in general seems to be less work for you verses the additional sign-up, cost, and verification of e-file approval.

ENHANCEMENTS CONTINUED

Amended Return We added an automatic backup of the original tax return during the amendment process. The program will make a copy of the original tax return in a fixed data folder with the return in the locked format. It also copies any of your state files associated with that federal tax return based on the client ID.

NEWS TO BE AWARE OF

Training Videos We have added or are in the process of finishing some additional training Power Point Presentations. One walks you through network and work station set up with options for running the program from the server or just sharing the data on the server. We are also posting a training Power Point that walks you through your PTIN renewal on the IRS e-services website. Both of these are, or will be, posted in the videos section of our website.

Release Schedule The program shipping schedule will be approximately the same as last year. If you would like to be included in the first shipment make sure your renewal payment is submitted well before these dates.

> Proforma organizer available now
> Winpay/W2/1099 Accumulator 12-15-2011
> Wintax and other income tax programs starting 12-25-11

Tax Season Hours The telephone hours will be the same as in prior years running 6AM to 6PM Monday through Friday with a half day Saturday support shift.

Additional Support Tools If you are not currently registered with the users section of our website we highly recommend that you register. This is a self registration process and you select your username & password. This gives you access to our message boards which are divided by program type. Questions are answered by us as well as other clients that may have insight on something you are working on 24/7.

Registering also signs you up for automatic email notifications and newsletters. If you received this newsletter via e-mail then you are registered. This was really a huge benefit to our clients last year. The IRS had a couple issues with their servers and a few really important quick alerts that we were able to send an e-mail out and get the information to you. We also made a couple of large programming changes that we were able to keep you in the loop about. We do not send very many e-mails but when we do it's important information we need to get to you quickly.

There is also an Updates area where updates can be manually downloaded. Even more important it lists the latest version dates of each program so that you can easily verify that your program is current. In the Updates page we post the full downloadable install files for the smaller utility programs like TWCompare and Proforma.

It's a little old school but we still love faxes for support. They enable the support technicians to give the programmers something visible to work from. This makes researching and correcting issues much faster so don't be surprised if a technician asks you to fax a particular form or schedule with notes on where an issue is or what you think it should be doing.

Our dedicated support e-mail address is support@taxwaresystems.com This is also a great tool to send questions or get information to us. If there is a specific question about a calculation on a form or schedule, just like with faxes, it's really helpful to be able to see where the issue is taking place. Support technicians can then provide something visual to the programmers. Making a note and scanning or attaching a PDF of the form with a description of the issue in the e-mail is a great way to get the information to us so that we can get things updated as quickly as possible.
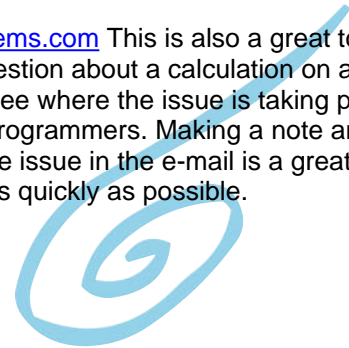
TAXWARE SYSTEMS, INC.

ANNUAL TAX SEMINAR
January 9th & 10th, 2012

To be held at:

Ayres Hotel & Suites,
Ontario Convention Center

1945 E. Holt Blvd,
Ontario, California 91761
(909) 390-7778 ext 1252

APPLICATION FOR JANUARY 2012 TAX SEMINAR
PLEASE MAIL OR FAX TO THE ADDRESS LISTED <u>BELOW.</u>
Please type or print the required information.

USER NUMBER_____

COMPANY NAME_____

CONTACT PERSON_____

SIGNATURE_____

Please indicate **how many** from your office will be attending each day:

_____January 9th 2012 (full day)
TAX PREPARATION: $75 per person for full day tax seminar, dedicated to program use, changes in tax law, etc. with lunch included, beginning at 9am, and ending after 4.

_____January 10th 2012 (half day)
ELECTRONIC FILING: $40 per person for half day electronic filing seminar, featuring procedures and requirements, with a morning break (snack included), beginning at 9am and finishing at noon.

Please select a method of payment:

- I have enclosed a check for the amount needed $_____

- Please charge my credit card account for the amount needed $_____

    Card type: VISA   or   MASTERCARD   Billing Zip Code _____

    Name on Card _____

    Credit Card Number _____

    Expiration Date _____   CVS Code _____

TAXWARE SYSTEMS, INC.
924 W. 9TH STREET
UPLAND, CA 91786
(800) 877-1065 FAX (909) 931-3199
support@taxwaresystems.com

Ayres Hotel & Suites
Ontario Convention Center

1945 E. Holt Blvd
Ontario, California 91761
(909) 390-7778 ext 1252

Ayres Hotel & Suites is conveniently located in close proximity to the Ontario Airport. Rooms come in either one king or two queen beds. All overnight guests can enjoy our great amenities:

- Full Hot American Breakfast

- Shuttle service to the Ontario Airport and Ontario Mills Mall

- Complimentary parking

- Wi-Fi Internet

<u>Taxware Systems</u>
$99.00 Courtesy Room Rate
For single and double occupancy

Reservations can be made with the front desk by simply asking for the
Taxware Systems event rate. For further information, please contact the hotel.