



PALADIN
DATA CORPORATION

We Make Stores Run Better.

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Paladin Think **POSitive** Newsletter

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▶ THE ART OF SAYING “NO”

From parents who get stressed because we say “yes” to everything and don’t have any time for what really matters, to business leaders who take on too much and get overwhelmed, many of us have a difficult time saying “no”.

In the long run, saying “yes” may be worse for the person asking. If you are asked to help with a project and agreed, even though you should have said, “No”, a number of things occur as a result. You feel like you’re carrying the weight of the world on your shoulders. Even though you show up, you’re not fully there because you’ve got a million other things to do. That stress affects your work on the project at hand, and you carry that stress around to everything else you’re working on as well. Instead, try explaining your refusal like this: “I’m not the right person for this. I won’t be able to give it the time or energy it deserves. I’ve got to say no and wish you the



best in finding someone better suited to the task.” The person can then try to find someone to help who is not overbooked, overwhelmed, and overstretched.

Most time-crunched folks have a tough time saying no, have too much on their plates, and get caught in the stress of trying to get it all done. This can negatively affect your reputation and give others the impression that you’re not reliable or trustworthy. Here are some tips to help you prioritize what you can say “yes” to:

- Focus on de-cluttering your life, work, and space rather than adding to it. What one thing do you not enjoy that you should not be doing? Take action to remove it, and enjoy the space this creates without filling it up immediately.
- If you hear yourself say, “I’ll try”, save the energy and communicate that you won’t be able to help.
- If your time and energy is being sapped by someone else’s agenda and you’re unhappy about it, speak up and say “no”.

How often have you seen someone say “yes” to something and then fail to deliver? What did you think of him or her? How did it affect their credibility and reputation? Stop sabotaging yourself and say “yes” only to your top priority items.



MARKET-DRIVEN INVENTORY MANAGEMENT™: STOCK INFORMATION

In the summer 2013 newsletter, we described the foundation of Paladin's Market-Driven Inventory Management system. Last quarter we discussed the information fields of the **Order Control** tab. This quarter, we're looking at the **Stock Information** section of this tab.

This information panel is accessed via the **Inventory** module on the right side of the **Order Control** tab.

Specialty Icons

Magnifying Glass: Click any magnifying glass icon to view the history used to calculate the displayed result.

Padlock: Click the padlock icon to block incoming EDI data from updating the field and/or prevent Paladin POS from calculating a field's value based on current conditions.

Stock Information fields

Order Qty: This is the minimum order quantity allowed by the supplier or the minimum number of retail units as sold by the store. This value is automatically reset by EDI functions unless the padlock icon is locked. If the store maintains stock level in units of measure different from the supplier, this field must be manually updated *and* the padlock locked. When an EDI update or invoice receive function is executed and the Order Qty is different than the supplier's minimum order quantity for this item, Paladin POS automatically performs all required calculations and sets the values appropriately. For

example, if you order a box of 1 item from your supplier, but sell it as 100 retail units, the following values are automatically calculated:

- **Order Qty** will be set to 100 (100 of the store's units)
- **Avg, Mkt** and **Last Cost** values are set per retail unit
- **Sup. Ratio** is set to .01 (Supplier ratio is calculated by dividing 1 by the **Order Qty**/retail units)

Order %: This field is used to dynamically influence the suggested order quantities for the item by increasing or decreasing the number of stocking days. The default value is 100%. A lower number will dynamically reduce the number of stocking days this one item is stocked to (by the percentage displayed). A higher number increases the number of stocking days. Order percentage can also be set for an entire department using the **PO system number-of-days %** on the **Dept** tab under **File > Setup**.

Min/Display: This is the user-defined quantity of items the store wants to own *in addition to* the stock needs calculated. A common use of this is to account for display stock or project-based requirements. Paladin suggests a value of 0 in this field for items without a custom display stock or project-based requirements.

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PAINTBRUSH FOAM 2" JEN			On Order:	Defective:	On Hold:	Stock On Hand
			0	5	24	43

1 ▼ Stock Information		Origin Date:			
Order Qty:	48	Min/Display:	121	Max Qty:	999
Order %:	100	Sug. Min:	8	Sug. Max:	56



► REPORT PRESETS

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Paladin's dynamic algorithms will automatically figure this out and recommend the optimum minimum stocking levels for your store based on historical sales.

Max Qty: This is the user-defined maximum number of items to be kept on hand. Paladin suggests a value of 9999 (essentially unlimited) for this field as the same dynamic calculations will automatically determine the optimal maximum.

Sug. Min: Paladin POS calculates and displays the back-stock or safety-stock required to maintain adequate stock levels on an item every time you review it. In most instances, items with an **Order Qty** of 1 require no safety stock since the exact quantity required can be purchased. When **Order Qty** is a value greater than one, you will see the appropriate suggested minimum value that will prevent out of stock events on this item.

Factors like sales frequency, job pack quantity, supplier order quantity, and risk of outage considerations are used in this calculation. Paladin POS will use **Sug Min** rather than **Min/Display** *unless* the Padlock beside the **Min/Display** field is locked. Paladin suggests you allow it to calculate this number.

Sug. Max: As with **Sug Min**, Paladin POS calculates the suggested **Max Qty** that could possibly be needed while supporting all ordering parameters. Just like the **Sug Min** field, Paladin POS will use **Sug Max** *unless* the Padlock beside the **Max Qty** field is locked. Paladin suggests you allow it to calculate this number.

We hope this information helps you better understand this portion of Paladin's market-driven inventory management system. Stay tuned for additional information on seasonal dates and supplier information in next quarter's newsletter. You can also access more information on this topic in the Knowledge Base section of Paladin's customer portal.

A major new addition to Paladin's reporting capabilities is currently in beta testing and will be included in a general release in the near future. You can now create a shortcut to access your favorite reports, and even set up a recurring schedule so that these reports will be run at a specific time.

To create a preset button for your favorite report, say the Inventory Valuation Summary report, you will first access the Reports module by pressing **Alt 5**. Highlight **Inventory Valuation Summary** in the **Report List**, then press **F11 Create Preset**.



A new **Create Report Preset** window will open, allowing you to create a shortcut button for this report. You are also given the option of scheduling a report to automatically run at a specific time. This feature is especially helpful with reports that are a "snapshot in time" and can't be reproduced later (for example, the Inventory Valuation Summary or the Accounting Summary Report). Both of these reports detail information as of that second rather than a user defined date range. Since both of these reports are quite important to reconciling values in your financial statements, it is important that they be generated exactly when needed.

You can set the report to run weekly on a specific day or monthly. Use the **Report Options** (available on the **Company** tab under **File > Setup**) to set a specific time and file storage location.

Keep an eye out for the release notes for the next general release to find more detailed information on this powerful new feature.



UPCOMING EVENTS

United Hardware Spring Buying Market

January 10-12 | Minneapolis, Minnesota

House-Hasson Dealer Markets

January 16-18 | Nashville, Tennessee

Wheatbelt Spring Market

February 3-5 | Kansas, Missouri

Handy Hardware Spring Market

February 13-15 | Houston, Texas

True Value Spring Market

February 22-24 | Atlanta, Georgia

Ace Hardware Spring Convention & Exhibits

February 24-26 | Houston, Texas

Orgill Spring Market

February 27 - March 1 | Orlando, Florida

Emery-Waterhouse Spring Market

March 14-15 | Providence, Rhode Island

Blish-Mize Spring Buying Market

March 21-22 | Overland Park, Kansas

CONNECT WITH PALADIN

Have you checked out Paladin's blog yet? It's regularly updated with new and upcoming Paladin POS features, valuable tips to improve efficiency and save money, and helpful strategies to increase profits. You can subscribe to the blog to receive updates in your email inbox — just head over to blog.paladinpos.com to take a look.

If you use facebook, Twitter, Google+ or LinkedIn, we'd love to have you join us! You can also check out our YouTube channel with videos from customers and Paladin staff. Go to paladinpos.com and click the links in the lower right corner, or click the links below to connect.



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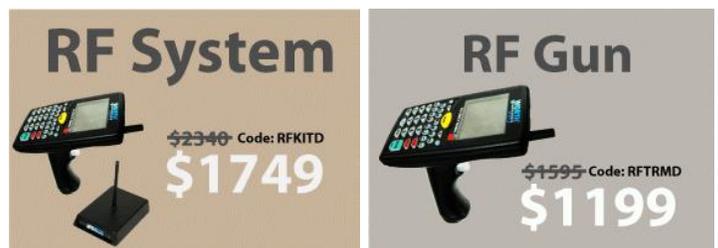
JANUARY SPECIAL: RF SYSTEMS

RF systems are indispensable for managing and ordering inventory. With Paladin's RF integration, you can make the best of both tools. RF systems allow you to update inventory on hand in your aisles, receive product without resorting to pen and paper counts, and create purchase orders in your aisles.

Paladin is making it easier than ever to begin using or upgrade an RF system, or to purchase an additional RF gun to complement your existing system. Through the end of January 2014, enjoy a whopping \$591 off our handheld RF system or \$396 off an RF gun.

The RF Handheld Terminal System, normally priced at \$2340, includes the RF gun (terminal), 2 li-ion batteries with charger, and the base station with power supply, cable and data coupler. Use code **RFKITD** at checkout to purchase this system for just \$1749.

The standalone RF gun is normally priced at \$1595 and boasts a 2.5 mile range. It includes a recharging power supply, cables, and 2 li-ion batteries. Use code **RFTRMD** at checkout to purchase a single RF gun for \$1199.



Keep an eye on your email inbox for Paladin's February and March specials on PC upgrades.



[the intelligent POS system]

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