

Moveware Client Newsletter

June 2020

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New Clients Gone Live



Founded in 2004 under the name of Continental International Moving in Beijing's Central Business District, **CIM Mover**'s mission is to help connect their customers to their new life in the most stress-free way possible. Preferred by the expat community in Beijing and China, they were honoured with the Expat Life Awards' The Best Mover by the FC Group in 2016.

CIM Mover is a proud member of Harmony Relocation Network, European Chamber of Commerce in China, the Swiss Chamber of Commerce in China and the Expat Connection. These organisations allow CIM Mover to be a part of the expat community through the many events and fairs hosted by them.

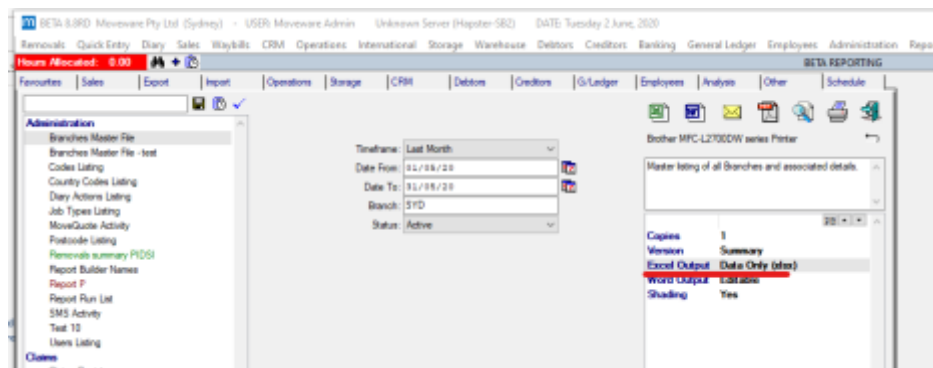
New Feature Updates

New Data Only (xlsx) Excel Output Option for Report Printing



We have added a new Excel Output option - **Data Only (xlsx)** to the Reports screen. With this option, the output will be significantly smaller in file size compared to the regular 'Data Only' export which exports in '.xls' format used for Office 1997-2013.

Not only is this new output option handy for clients who use the Excel data only export frequently but it also helps reduce Outlook inbox space taken by scheduled reports.



New Buttons to Open Release Notes and Release Schedules on Moveware Wiki



We have added two new buttons that will navigate users from Moveware to our Wiki page where details of all Release Schedules and Release Notes is available for current and previous versions of the software.

To navigate directly from Moveware, click on the 'Window' tab and select 'About Moveware'. Click on the 'View Release Schedule' or the 'View Release Notes' icon to get redirected to the Moveware Wiki.

1 - Balance Sheet

2 - Account Balances

3 - Profit & Loss

[illegible]

Client Feedback and Testimonials

New How-To Guides



We have added new content on Moveware Wiki as a result of feedback and inquiries we have received from clients. Some of the new articles include:

- [Set Folders to Automatically Delete in X Days](#)
- [Default Diary Actions](#)
- [Rate Valid From/To Date](#)
- [Add Assets to a Diary Action](#)

Missing Content? Let us know

A feedback form with a light blue border. At the top, it says 'Was this article helpful?'. Below this are two buttons: 'Yes' and 'No'. Underneath the buttons is the text 'Let us know what we can improve.' followed by a large text input field. At the bottom of the form is a green 'Submit' button.

We would love to hear from you!

If you find the existing content can be improved or new information information can be added which is unavailable on Wiki, reach out to us. You may contact your Account Manager or simply leave your feedback on the Moveware Wiki in the 'Was this article helpful?' section. We will do our best to ensure that the missing content is made available as soon as possible.

Would you like to be in our next Client Newsletter? Share your experience with Moveware now!



Moveware Tips



It is presumable that the Virtual Survey would be brought into play more frequently during the period of COVID-19. Hence, we would like to recommend a feature that could come in handy for our clients who use Outlook. Moveware allows appointments for Virtual Survey to be synced with users' Outlook calendars making it more convenient to manage their schedule.

Click [here](#) to read the full article on how to sync Virtual Survey appointments to Outlook.



Companies with multiple branches can set up an Inter-Branch Loan account to handle transactions between branches. This account allows a company to have one account for all Supplier payments and/or all Customer receipts.

Moveware also allows for automated creation of a purchase invoice in the system when it recognises a branch within the system has issued an invoice to another branch. In other words, this functionality eliminates the need for duplicate data entry when creating an inter-branch Invoice and Purchase, by enabling automation on the purchase side.

Click [here](#) to read more about Inter-Branch Charges and Invoicing.

