



# DIY REAL ESTATE SOLUTIONS

The Leading Property Management Software for the Web

## NEWS YOU CAN USE

December 2008  
Volume 2, Issue 8

### IN THIS ISSUE

Feature Focus.....	Electronic Banking Integration
News & Notes.....	Holiday Greetings...Holiday Hours
Quick Tips.....	Multiple Property Selection on Owner Statements
Client Focus.....	Quality Property Management of Colorado
New on Your Screen .....	Scheduled Transactions
Newsletter Feedback .....	Share Your Ideas



### FEATURE FOCUS

*Electronic Banking Integration*

Save time as you streamline all of your routine banking functions. The DIY system makes it easy to collect rent payments, security deposits and application fees, and make payments online via a fully integrated interface. Use the DIY Resident Portal to receive rent payments in full, receive recurring payments, and accept both credit card and ACH check processing. You can also now pay vendors and owners electronically.

There are many benefits to electronic banking integration including: saving mailing and paper costs, improving cash management and cash flow, improving on-time payment collection, reducing the number of bad checks received, and reducing data entry time and error.

Let us show you how at our **Free Webinar**, "Electronic Banking Integration: How It Can Benefit Your Property Management Business," on **Thursday, December 11 at 4 pm Eastern, 3 pm Central, 2 pm Mountain, 1 pm Pacific**.



Call Client Services at 866-602-9007, ext. 603 or e-mail [sales@diyresolutions.com](mailto:sales@diyresolutions.com). We can set you up for the Webinar or provide you with your own personal demo. A few minutes now can save you a lot of time in the future.



### NEWS & NOTES

*Holiday Greetings....Holiday Hours*

As we come to the end of another year, we would like to take the opportunity to say a big **THANK YOU** to all of our clients. We wish you all a prosperous, happy and healthy holiday season. It has been a pleasure to work with every one of you. We look forward to helping you reach your business goals in the new year, and would love to hear how we can help. We are certain the enhancements and new features we have planned will make for an exciting 2009.

As we all stop for just a moment to share the season, we'd like to remind you of our **holiday hours**:

12/24: Support hours will be 9:00am to 7:00pm EST

12/31: Support hours will be 9:00am to 7:00pm EST

12/25: Closed

1/1: Closed



## QUICK TIPS

### *Multiple Property Selection on Owner Statements*

Preparing your monthly owner statements can be a time-consuming task. We realize that sometimes the first pass isn't the last. Now you can reprint select owner statements by using the multiple selection feature. The Selection dropdown list allows you to "Ctrl-Click" to select multiple owners or properties without printing them individually.

DIY Real Estate Management Co. Welcome back [Logout](#) [Help](#)

Home Leasing Property Management Transactions Reports Setup

All Reports Rent Roll Delinquency Vacancy Unit Status Profit & Loss General Ledger

EVERYTHING YOU NEED TO MANAGE RENTAL PROPERTY

Property Management

Recent items

Property Owner Statement

Select By: Property  Include Inactive Properties Company: DIY Real Estate Management

Selection: Multiple Address line 1: 1423 East Main Berea, OH 44322

32 Main Address line 2: (216) 323-4432

3402 Peach Street

arc apartments  Include Deposit, Balance and Owner Payment

Statement Date: Ashland Rd  Show Owner Deposit [Category Exclusions](#)

Empty Multiunit

Fun in the Sun

Message: Maple Avenue

Playground

Ctrl-Click to select multiple items Done View



## CLIENT FOCUS

### *Quality Property Management Company*

For his 35-year-old, family-owned and operated property management company, Charles Marchiondo knew that he wanted a Web-based solution. Based in Lakewood, Colorado, the Quality Property Management Company specializes in single family homes and currently has 88 properties on the DIY system.

Marchiondo was looking for a Web-based solution because his installed software was too limiting. "I was using one system for property management and another for accounting. I detested the double entry and wanted to be able to access my data from any location," he says. Marchiondo then reviewed eight systems. Ultimately, his desire to be more productive led him to choose DIY Real Estate Solutions.

#### **Anywhere Data Access**

"As anyone in our business knows, property management and real estate investment is not a Monday to Friday job," says Marchiondo. "We have tours, we get calls, and we process applications all weekend long and evenings, too. We travel. We're not always in our offices; we're on the road."

"That's why DIY Real Estate Solutions was so appealing to me – they offer a Web-based solution that allows me to access my data from anywhere. They also provide extended support hours at no additional costs. Ultimately, that helps me be more productive," he says. "The customer service is great. Calls are addressed quickly, often within the hour."

#### **Peace of Mind**

Working with DIY Real Estate Solutions also gives Marchiondo peace of mind.

"I've experienced computer crashes in the past with installed software and it's a terrible experience," relates Marchiondo. "You can easily be lost for three or four days without your data. That's a nightmare. Now all of my data is housed on the DIY server and accessible from anywhere over the Web. If the unforeseen happens, I'm back up in a day or less."

While the Quality Property Management Company has nearly four decades of experience, they also have a firm eye on the future.

“For me, it had to be a Web-based solution because I see the Web as the future,” asserts Charles. “The services we all use, such as credit screening for example, are already online. My tenants want to pay online and track their service calls. Some tenants also like to check their accounts online and prefer to get their statements via email. It’s important to be responsive to that.”

From knowing he wanted a Web-based solution to ultimately knowing DIY provided the right solution for his company, Charles has come to appreciate the service, peace of mind, productivity and convenience that the two together provide.

“I am happy. I would recommend DIY to anyone,” he says.



## NEW ON YOUR SCREEN

*Scheduled Transactions = Increased Productivity*

Save goodbye to manual entries for the same bill month after month. Expense and journal transactions can now be scheduled at a given frequency for automatic entry into your DIY system. By setting up a scheduled transaction, you no longer need to manually enter a recurring expense or journal entry since the system will make the entry for you. The **Scheduled Transactions** page on the Setup menu will allow you to enter and maintain your scheduled transactions.

The screenshot shows the 'Scheduled Transactions' page. At the top, there is a navigation bar with tabs for Home, Leasing, Property Management, Transactions, Reports, and Setup. Below this is a sub-menu with links for Properties, Categories, Vendors, Owners, Agents, Company, Other, Web, Forms, Budgets, and Schedule. The main content area has a title 'Scheduled Transactions' and two links: 'New Expense' and 'New Journal Entry'. Below these links is a table with the following data:

Description	Type	Last Occurrence	Next Scheduled
<a href="#">Advertising at Lola's</a>	Expense	10/29/2008	11/12/2008

At the bottom of the page, there are several links: SUPPORT, COMMONLY ASKED QUESTIONS, ABOUT, ACCOUNT, PREFERENCES, CONTACT US, PRIVACY STATEMENT, and TERMS OF USE. A footer note reads: ©2006 DIY Solutions, Inc. ALL RIGHTS RESERVED.

The system will automatically create the transaction on the Start Date and at the given frequency thereafter. You can select the option to be notified when the transaction has been created. This notification will appear on your Home Page Alerts.

You can also enter an expense on the Expenses page or a journal entry on the Journal page and check the Schedule after save checkbox. Doing so will allow you to enter the necessary scheduling criteria after you have saved your transaction. Note: only one expense transaction is allowed if selecting the Schedule After Save option.

The screenshot shows the 'Expenses' page. At the top, there is a navigation bar with tabs for Home, Leasing, Property Management, Transactions, Reports, and Setup. Below this is a sub-menu with links for Properties, Categories, Vendors, Owners, Agents, Company, Other, Web, Forms, Budgets, and Schedule. The main content area has a title 'Expenses' and a search bar. Below the search bar are two sections: 'Schedule' and 'Options'. The 'Schedule' section has radio buttons for Monthly, Weekly (selected), Yearly, and Once. Below these are checkboxes for days of the week: Sunday, Monday, Tuesday, Wednesday (checked), Thursday, Friday, and Saturday. The 'Options' section has a 'Start Date' dropdown set to 10/1/2008, an 'End Date' dropdown, and checkboxes for 'Notify when created' (checked) and 'No end date' (checked). Below these are 'Last Executed: 10/29/2008' and 'Next Scheduled: 11/12/2008'. The 'Description' field contains 'Advertising at Lola's'. The 'Account' dropdown is set to 'Huntington - Managem - Bank Account'. There is a checkbox for 'To be printed'. Below these fields is a table with the following data:

Paid To	Category	Description	Unit/Property	Check/Ref#	Amount
Lola's Bar	Advertising		DIY Real Estate Mana		\$200.00
<b>Total:</b>					<b>\$ 200.00</b>

In addition to Scheduled Transactions, we have also added **Memorized Transactions**. Memorizing a transaction allows you to retrieve the transaction for subsequent entries. Just check the Memorize after save checkbox on the Expenses or Journal pages. When it's time to retrieve your memorized transaction, simply click the Retrieve Memorized Transaction link at the top of the page.

	Name ▲	Description	Amount	Category	Account
<input type="checkbox"/>	<a href="#">Select</a> Cingular Wireless	Cell phone	\$121.54	Utilities Fee	National City



## NEWSLETTER FEEDBACK

*Share Your Ideas*

**News You Can Use** is intended to provide you with insightful articles, a first-hand look at our expanding offerings, and tips for optimizing your DIY property management software. Please take a moment to share your ideas for making this newsletter more valuable to you. Future issues will continue to profile DIY users and integration partners, so contact us to be considered for this opportunity. Thanks for your feedback!