



Newsletter

August 19, 2011

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AutoPay

Please download sign up for
and fax back to us with a
voided check copy.

[Sign Up Form](#)

Fax: 574.287.9958 

We Need Your Help!

Dear Brent, *Xanatek*

On Wednesday August 24th starting at 12:00pm EST we will be having an Employee Appreciation Day. In honor of our great staff, they will be participating in some Xanatek organized activities. We will be offering limited tech support during the afternoon. If you can wait until Thursday the 25th to call us - please do! We will do our best to provide service on the 24th, but keep in mind it may take a little longer than normal!

Thanks for your patience and understanding.

Brent Sheppard

Tip of the Week!

Got Downloads?

Have you been receiving downloads for a year or more? When you got started were there carriers or lines of business that did not download at the time? Are you brand new to IMS and have not yet contacted all of your carriers to request downloads? You could be missing out. More policies in the form of a download means less you have to enter by hand. More policies in IMS equals better reporting options. Even if you have had IMS for years, we recommend that you check periodically with your carriers to see if any new developments have occurred. It never hurts to ask.

Not sure where to begin? How about Xanatek.com? [Click here](#) to view a list of some carriers that are known to support downloads and the lines of business that they currently offer as well as the methods that they use to supply the downloads they offer. You

We want to update your agency information!

Xanatek is in the process of updating all our records. We are hoping you will help, by filling out a short web form. Please visit our website and complete this short list questions.

<http://xanatek.com/agency.php>

By completing the form it will help ensure your agency is being sent the newsletter, updates, and more.

Thanks,

Brent Sheppard


Transformation Station

Transformation Station is now available for Real Time Inquiries through IMS. For more information about Inquiries currently available [click here](#).

To request that your office be set up for Transformation Station [submit request](#).

New Knowledge Base!

Try out Xanatek's new online help center for help documents and videos. Knowledge Base options can now be found under the Help section of the IMS Menu.

Don't see Knowledge Base options? Contact Xanatek Tech Support at (800)820-1665  for an update to our most recent version available, 369.

You are invited to Boot Camp!

can begin here to see if anything new is available.

If you find something you want but don't have, just call the carrier as ask for it. New lines of business can be added right along with all your other lines and the IMS processes would be the same. If it's a new carrier you are looking to add, they will step you through their process. If you are adding a new carrier, be sure to request a Book of Business (Also called Initial Load). Some carriers offer this option to get you started, it contains one current download of every policy you have enforced at the time of request.

Hints: If you already have an IVANS account number you do not need another one. Any carrier using an IVANS account as their method of downloading can send their downloads to the account that you already have.

Note: When adding a new carrier or line of businesses to your downloads, contact Xanatek to let us know when you expect the new downloads to arrive. We will want to complete some set up for the Carrie and Line codes behind the scenes.

[View All Tips](#)

Come spend two days learning everything you ever wanted to know about IMS. Whether you just need a refresher course or want to learn how to utilize all the features IMS has to offer to further your business we want to see you here! This is also a great opportunity for your office to learn first hand about all the new features IMS has added.

Our classroom setting provides each recruit with a computer to follow along with instructors as they offer in-depth training on every aspect of IMS. Open discussion is encouraged because we also want you to learn from your peers how they use IMS. Cost includes two full days of training and all of your class materials, not to mention lunch both days, for only \$299 per person.

We hope to see you there!

October 13th and 14th, 2011

For more information visit [Boot Camp](#) online.
To register [click here](#).

Xanatek Now LinkedIn



Xanatek has a group on the popular LinkedIn.com. We hope this will help to connect users and facilitate discussion on IMS. Please feel free to join and share the group with everyone you know.

If you have any question or comments please email Brent@xanatek.com

Be a Fan of Xanatek



Xanatek has a fan site on the popular Facebook.com. Join us today.



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