



Certified Machinery Services, Inc.

Providing solutions
to increase your productivity
and improve your profitability.SM

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CSMI Client Newsletter

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A Letter from Our President

Hello and welcome to our first newsletter! We at CMSI are using this new format to keep in touch with our clients as well as give out some valuable business information. In addition to being mailed, this newsletter will be posted on our BRAND NEW WEBSITE. We have been working hard to create an updated and expanded website. You can now find us at www.CMSI-USA.com. Each newsletter will include such regular topics as a "Technology Corner" where new innovations will be discussed, "Ask Chris" where we will address common questions, and "Business Tips" where you can read the suggestions of the business consultants at *A Virtual Certainty*. We hope that you enjoy our newsletter. Happy holidays and wishes for a prosperous New Year.

Chris Kaiser
President of Certified Machinery Services, Inc

Technology Corner

What's New in Turret Punch Press Tooling?

Shops are always looking to increase the productivity of their sheet metal fabrication and the Industry is not about to let them down. Some of the newer products on the market are Combination tools. Made possible by the application CNC technology, these tools have gone a long way to extend the productivity of the turret punch press. Literally a turret within the turret, these tool clusters can be programmed to index to punch position, and they can be set up to provide 360 degrees of freedom for orientation of the punch tool tip. A single tool station on the turret can effectively bring several tools into the operation without indexing the turret.

Further more, there are a variety of software pro-grams available to maximize the efficiency of the new tools.

Did you know ... ?

CNC technology was developed in the United States in the 1950's for the US Air Force by metalworking machine tool builders.

Business Tips

Presented by A Virtual Certainty

As we begin another year it is a good time to start thinking about some New Years Resolutions. If you're like most of us, better organization is on that list of resolutions. Here are some tips for organizing even the most daunting email account. A little investment of time with your email program can save you time and confusion in the future.

1. **Delete.** Take a moment (or an afternoon) to delete all of the emails sitting on your account that you don't need. Get rid of those tracking notifications for the orders you got last summer, clear out the jokes of the day and random advertisements.
2. **Use your filters.** Once you have reduced the number of emails sitting IN your box, create some filters and folders. Identify the categories or senders that you most often see and move your existing emails into the new folders. Then use your email program to set up filters that will send the new emails into those folders. You can still see that they are new and you can focus on one issue at a time when going through your email.
3. **Read and Delete** everyday. Keep your IN box tidy by clearing it everyday. Once you read an email, file it in a folder if you are keeping it, if not delete.
4. **Skim the junk and trash** and then empty it daily. Don't dump a folder without checking it first as the occasional important email winds up there. Once you are sure that it is safe, clear the folder each day. This will prevent missing a stray email and it will keep your IN box clear.

Finally create some custom templates for common responses. This way when a common question comes up you can just use the template and add any extra information and you're set.

Preventative Maintenance
extends the life of your machine.

Call us to receive a **10% discount**
on your next PM Package!

Ask Chris:

If you would like to pose a question, email us at
info@CMSI-USA.com

*Dear Chris,
What kind of preventative maintenance should our
company be conducting on our machines?
~ Rob, Chicago, IL*

First of all, it is great that you are thinking about preventative maintenance. Too often I see clients that have neglected the low cost maintenance and end up with very expensive repairs and long down times. For optimal performance of your machines Preventative Maintenance should be performed on a weekly, monthly and semi-annual timeframe by your maintenance department. Your company should also invest in at least a once a year visit by CMSI to make sure the hidden areas of concern are addressed to prevent unwanted failures. In some cases depending on your production requirements more frequent visits may be advised. To learn more about our PM packages visit our website or give us a call.

*Dear Chris,
When a machine fails and I need to call CMSI for
service, what should I do before I call?
~ Stan, Aurora, IL*

Thanks for asking! As many of our clients have learned, at CMSI we make it a priority to save you money. We always try to handle your problems over the phone and save you the cost of a service call. To expedite this process you should have the following items within reach: Serial Number of machine, type of control your machine has, electrical and mechanical prints for your machine. With these items a good effort can be made to see if the problem is fixable over the phone or whether it will require a visit by CMSI.