

HAPPY 4TH OF JULY!

July 2019

microTECH Times

Covered I.T. 24/7—Never Worry Again!



5 Key Security Measures To Help You Declare Your Independence From Stress About Cloud Security

Cloud services have become a staple for business owners today. Who wants to purchase and maintain a server anymore when there are cloud solutions to help you run every aspect of your business from anywhere? However, even though cloud services offer amazing scalability and accessibility, it's important to implement proper security measures to keep your company information safe.



measures that can alleviate your stress about cloud security.

1) Educate your employees with security training. A little security training can go a long way. Security is a major concern among IT professionals and business owners. Ensure every employee knows and understands how to identify and address cyber threats.

What not to do. Cloud services are definitely a great advantage for companies in any vertical. Regardless of the type of data you store, the cloud offers fantastic scalability and accessibility. However, there is a right way to implement the cloud. Don't use the stale static credentials for your cloud services. Don't store your user ID or passwords in the cloud. Don't leave your cloud open for everyone in your company to access everything. Take a look at these top five key security

2) Replace blanket permissions and implement multi-factor authentication. Would you allow your patrons to rustle through your desk and view your computer? Don't give access to all your company data to all employees. This type of open access gives hackers more

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July Security Points

The 4th of July is a fun filled time with family, food and festivities. Hopefully, you and yours had an enjoyable holiday. Here are some general summer safety tips for your family and your technology.

Summer heat safety

July is one of the hottest months of the year. Be sure to stay safe while driving the thick traffic to summer festivities, boating on the open waters, and even when it comes to technology. Keep your electronics cool. Never leave laptops or phones in your car. Internal temperatures can climb 20 to 40 degrees above the temp outside damaging your electronics.

Grilling safety tips

Throwing a few steaks on the BBQ is a fantastic idea. Much like maintenance for your grill, you'll want to check your computer for holes and cracks in your security. Be sure to use a good antivirus program and SPAM filtering system to keep your computer free of infections.

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Freedom

"May we think of freedom, not as a right to do as we please, but as the opportunity to do what is right."
~ Peter Marshall

"I believe in America because we have great dreams, and because we have the opportunity to make those dreams come true."
~ Wendell Wilks

"America was not built on fear. America was built on courage, on imagination and an unbeatable determination to do the job at hand."
~ Harry S. Truman

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Don't Use These PINs!

Here are the most common PINs. More than 25% of hacked iPhones use these, according to Cult of Mac.

1234

1111

0000

1212

7777

1004

2000

4444

2222

6969

9999

3333

5555

6666

1122

1313

8888

4321

2001

1010

5 Key Security Measures...

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accounts to breach when they are trying to infiltrate your network. In addition, implement at least a two-factor authentication method. Passwords are just not enough these days.

3) Encrypt your data. Just like that combination lock on your locker at the gym, it's extremely important to protect all your data using encryption. This is generally an easy addition to any cloud service.

4) Monitor, detect and remediate vulnerabilities regularly. Check with your cloud provider about the security measures they have covering your systems. Monitor your cloud with a robust cloud security solution that will detect abnormal behaviors and sensitive activities. Know when there is suspicious network traffic across all your resources and stop intrusions before your entire company is compromised.

5) Test your cloud security measures. Don't just blindly trust your security measures, test them on a regular basis. Work with your IT provider to check your security for vulnerabilities each quarter. Be sure there are no windows of opportunity for hackers to get into your system.

Need help? If this article has raised any questions, give us a call. We can come onsite and run a Network Security Audit. With this audit, we will review your entire network, cloud solution, your firewall, and even your user accounts to ensure your business is secure. In addition, we will provide a full report of our findings with REAL solutions you can implement to improve your security. So, what are you waiting for? Call today, even if you just want to test your current solution to ensure it is on track.

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Tips To Prolong Your Laptop Battery Life

It's so frustrating to get work done on your laptop if it's constantly alerting you that your battery is running low. If you're not near an outlet, then it's even more frustrating because that means it will die soon and you won't be able to get the work done that you wanted to. So, what can you do?

Did you know that leaving your battery drained can damage your battery in the long run? Always make sure to keep your laptop battery charged so that you can extend its life. Laptop batteries aren't invincible. They start to deteriorate after just the first use. As time passes, the ions do not flow efficiently from the anode to the cathode, which reduces the life of the battery. If you continuously leave your battery plugged in all the time that can be bad for the life of your battery too. You can't really overcharge a battery but it puts a strain on the battery when you never unplug it. So, find a healthy balance. Charge the battery to its fullest

capacity and then turn off your laptop and store it for the next use. Just be sure to update your computer before you use it if you aren't regularly using it because you may be missing important updates.

The best ways to prolong the life of your laptop battery are to *never* let it get completely drained and leave it that way for a period of time. Do not expose your battery to extremely low or high temperatures. If you can, charge your battery at a lower voltage than it suggests. If you are going to be using your battery for a longer period while it's plugged in, remove the battery because if it's plugged in it generates heat that can damage it. If you're going to be putting your laptop in storage for more than a few days be sure that it's charged to at least 50 percent and then remove the battery. These precautions will help you extend the life of your laptop's battery so that you don't have to purchase a new one in a short time.

Common Hacker Myths Debunked

There are so many ways you can be affected by a cyber attack.

I'm a small business.

One myth that people believe is that smaller businesses will not get attacked. That is in fact not true. Hackers use small businesses to get to the big businesses. If a hacker uses a cyber attack on your business as a to help them prepare for a larger attack. Small businesses are easy to hack.

Not in my industry.

Another common myth is that hackers only attack high-value industries. This is also not true. Hackers will target any firm that provides them with data they can resell or use to access bigger companies. Even if the data being targeted doesn't have resale value, a ransomware attack can increase the profit on the lower value targets.

We use strong passwords. The best thing to do to protect yourself and your company is to enable 2-factor authentication where ever possible. This means that you have to verify your account in two ways. A password and a code that is sent to you. This protects you from hackers.

Protect your business by taking a proactive approach to your company's security.

July Security Points...

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Sunblock basics

Don't forget the sun-block this summer. Save your skin from irritating burns and peeling. Protect your skin with a layer of sun-block to keep that youthful look year round. Sun damage cannot be reversed much like a Malware infection. Once you've been burned by one bad phishing scam, you may be stuck peeling away the mess of malicious files in order to clean up your computer and save your data. Stay abreast of the most current scams and don't open any e-mails you don't recognize no matter how convincing they look.

Lock the front door!

Even during those booming BBQ parties on the back lawn, lock your front door to avoid unwanted visitors. Many summer thefts are a result of home owners leaving their doors unlocked or windows open. Even when you're home, use window locks to avoid leaving an entry point available for intruders. Your laptop is no exception. Don't leave the front door open when it comes to security. Shop online only with retailers you trust, avoid public Wi-Fi hotspots, and whenever possible use a firewall.

How To Lower Your Printing Costs For Your Business

Everyone loves cutting costs, especially when running a small business. A great way to cut costs is to lower printing costs. Take a look.

Update those outdated printers.

A great way to do this is to update any outdated equipment that you may have because if you're using old equipment it's going to break a lot or take more supplies to keep it up and running, which will cost your business more money. So getting a new printer or copier will actually cost money up front, however, it will end up saving you money because it will break down less.

Only purchase supplies that you know that you'll use. If you're unsure of the number of supplies you'll need, take a month and tally all of the supplies you use, then use those numbers to plan your orders for the future.

Make rules on what should be printed and share resources.

Set expectations with your staff about what needs to be printed for your company. Come up with some workflows that include paperless features so that you don't have to print as many things. Instead of having one printer per person, try using one printer for everyone's needs. Share the resource and cut maintenance costs.

Maintenance regularly. Routinely check your printer and make sure it's running accurately and smoothly. Your IT guys may even have ideas for you to save time and print less, saving you more money such as drafting a printing workflow or getting help from document management experts who can help recommend time-saving and budget solutions.

Steps To Speed Up Your Google Chrome Browser

It can be annoying if you're trying to get work done and your Google Chrome browser is running slow. It typically is a fast browser and goes to websites quickly, however it is like almost every other browser allowing you to add extensions and other things that can take a part in slowing it down. Try these quick tricks to speed things up.

Browsing history. If you're experiencing slowness in your Google Chrome browser try clearing your browsing history and cookies. This is all of the websites you've ever visited stored and saved in the history. It doesn't play a huge part in slowing down Google Chrome, but it can help. In order to do this, go to your Google Chrome history and choose clear browsing data. There are a bunch of different options to choose from, so you can clear it from a selected time frame or you can clear all of your history and start fresh.

Extension clean-up. Another thing that can slow down your Google Chrome drastically is having too many extensions on your browser. Disable any extensions you're not using so that your browser will not continue running them in the background. In order to disable an extension, go to the extensions menu and click on the extension, then select disable. This doesn't delete it, it just hides it for now. When you're ready to use the extension again, just go back in and re-enable it.

Tried all that? If all else fails, try uninstalling your Google Chrome browser and starting over. Be sure to download the installation software first, then uninstall the Google Chrome browser, restart your computer, and start fresh.



"I hope you learned something from last year, son. The one on my back doesn't get lit until the finale."





“We make all of your computer problems go away without adding additional full-time I.T. staff!”

Ask about our fixed price service agreements — Computer support at a flat monthly fee you can budget for, just like payroll!

Inquiring Minds...

How To Add Hours To Your Day. Everyone wishes that there were more hours in the day to get things done. However, that's impossible so it's best to make the best of your workday.

Use apps to help you stay organized. Get things done in a timely manner is using an app to track and record your most frequently visited sites and track how much time you spend away from your computer. After a day of tracking these things, you can go back and make notes on where to improve so that you're not away from your computer as much or so that you stay off of unnecessary websites that aren't related to work.

Clutter on your desk can be a huge distraction when you are trying to work. Make sure that you have a clean workspace each day when you start working. This way you don't have anything that will catch your eye and get you off task when you're in the middle of getting things done. Also, if it's not needed make sure you have your phone tucked away in your desk or pocket so you're not constantly checking it.

Create a task list and stay on point. Get a task app and create a task list each day so that you can check off items as they are completed. This will help you stay on track and ensure that you get everything you need to get done on that day. Do some research and learn some of the most commonly used keyboard shortcuts, you'll likely know most of them, but are you should make sure you start using them more to limit the time on a task.

There are so many different types of apps out that will benefit you when you are trying to get work done efficiently. If

you think of something that you need help with tracking, there may be an app to help you with that. It's a technological age, so go check for the app before spending unnecessary time doing a task that you may be able to cut down on.

Phishing Frenzy: Funny, Fake or Believable? Seen lately in the wild are these crazy phishing attempts. Be aware of the outlandish plays online today. Some are funny and fake but, others sure look and seem believable.

- **Funny and fake:** The director of the FBI needs your help for wiretapping the Internet! Evidently something you did with a bank was legal but, because there are scams on the Internet, you are going to be sent \$10.7 million. Go figure. Obviously, the FBI director is not going to contact you personally by e-mail or otherwise. That's not how the FBI rolls and the rest? You gotta feel sorry for the FBI if they are trying to wiretap the whole Internet. Big project.
- **Somewhat believable:** E-mail claims you have undelivered e-mail on your Outlook Web Mail service. The e-mail lists supposedly undelivered e-mails for things like payments. If you click on any link you go to a fake Outlook Web App that asks for your credentials. As with all links that go to forms, make sure you examine the address before entering information.



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Network Security Audit: Hackers Are Focused On Cloud Services!

Worried about your cloud services? Unsure if you're protected and your data is truly safe? Don't know what to look for?

*Give us a call today for your **Network Security Audit** and be 100% sure you don't have the proper security measures in place to keep your company data safe in the cloud. Hackers are laser focused on cloud services right now just hoping to climb into your network through a tiny vulnerability. Call today and we will run a full analysis of your network and present you with REAL solutions to keep your company safe.*

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