IT Security Commandment #1:
Thou Shalt Keep IT Security Front and Center

Q: What did Moses say after smashing the tablets that contained the 10 Commandments?
A: "That's okay, I have a backup in the cloud."

Now that we have your attention, we want to introduce you to the 10 Commandments of IT Security. The first commandment is *Thou Shalt Keep IT Security Front and Center*. Why is this important? The short answer is that because without IT security, everything about your business and your organization is at risk. Yes, EVERYTHING!

Cyberattacks—the penetration of an organization to inflict loss via malware, ransomware, and social engineering phishing attacks—continue to grow. Sadly, the perpetrators of these attacks are becoming increasingly sophisticated. All entities (for profit and nonprofit; big and small) store sensitive information on their IT systems. That information is the sweet spot… the target for the cybercriminal. They turn that information into cash either by forcing a ransom, selling the information on the Dark Web, or even sharing the information with competitors to that business… for a fee! No heads in the sand! Staying alert to cybersecurity risks is paramount.

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That is why Commandment #1 exists. Too many small business leaders think that they are not a target and not at risk. They could not be more wrong! Smaller organizations are notoriously easy targets. Typically, they employ little-to-no cybersecurity protections, let alone think about the risk. Cybercriminals are well aware of this. They realize that a large reward can come from attacking a Fortune 500 entity, but the time and talent necessary to do so can be enormous due to the ability of large organizations to fund protections. Therefore, there are plenty cybercriminals who are focused on

Take Note

March 31

World Backup Day
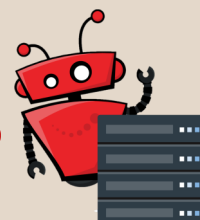
Don't be an April fool! World Backup Day is a reminder for all of us to be proactive and ready for a potential disaster.

IT Radix's managed service plans include a local and off-site backup that is proactively monitored and tested regularly. There is nothing more critical to your business. Contact us today to learn more.

If you would rather receive our newsletter via email, sign up on our website or send an email to resource@it-radix.com

More free tech tips at: www.it-radix.com/blog

Keep IT Security Front and Center

smaller organizations where there are plenty of unsecured devices, workers using their personal phones and PCs with old or no antivirus on them, or perhaps, working from home via an unsecure network. You're not too small to be a target, you're just too small to make the news!

Inconvenience is a feature! Many have noted that cybersecurity is neither inexpensive, nor convenient. That may be a fact, but that is also the point! Making it inconvenient for a cybercriminal to access your net-work or computer thwarts their pro-gress. When they find a locked door, they move on to their next victim.

So, by keeping cybersecurity top of mind, you are well on your way to obeying the 10 Commandments of IT Security!

Proudly folded & stuffed by Central Park School

Introducing… Bonnie Goler

Bonnie comes to IT Radix with a bachelor's degree in Business Administration from Pace University and a Master of Science in Teaching from Iona College. Bonnie is part of our Sales Team and has almost a decade of experience in IT business and sales development, including prospect research, cold calling and appointment scheduling. When asked what the favorite part of her position is, Bonnie shares, "I enjoy speaking with prospective clients, listening to their needs, and developing relationships with them." Bonnie loves helping potential clients see that service provided by the right IT company can help their business thrive!

In her off time, Bonnie enjoys spending time with her husband, Scott, and dog, Sandy, taking nature walks. They especially like to hike in some of New Jersey's beautiful parks and reservations. She also is an avid beach goer in the warm summer months. She enjoys jazz concerts and visiting NYC. As if Bonnie wasn't already busy enough, she started learning how to play the guitar approximately two years ago. Quite the renaissance woman!

Bonnie's favorite quote:
"Be yourself; everyone else is already taken."
– Oscar Wilde

Bonnie has two grown children: a son in college and a daughter who lives in NYC. She is a New York native, but she has called Ridgewood, NJ, home for the past 20 years.

Bonnie's personal philosophy: Being thankful for the little things in life that bring you joy each day!

Worried Your Personal Info is on the Dark Web?

With the propensity for online shopping, it's a good time to review if any of your credentials are found on the Dark Web.

Why? Because you are a hacker's #1 target. They know you have access to financials, employee records, company data and all that juicy customer information—social security numbers, credit card numbers, birth dates, home addresses, emails, etc.

Cybercriminals will stop at NOTHING to steal your credentials. And once they have your password(s), it's only a matter of time before they destroy your business and scare away your customers.

Our 100% FREE and 100% confidential Dark Web Scan is your first line of defense! Hopefully it will be ALL CLEAR and you can breathe easy. Sign up today for a free Dark Web Scan: **www.it-radix.com/dark-web-scan**

How IT Radix is Supporting Sustainability

IT Radix's Sustainability Committee recently had its second meeting and has begun to implement some of the ideas that we brainstormed together during our first meeting. These ideas are simple yet will make an immediate impact on our working environment.

As a company, we are all committed to doing our part in making our day-to-day operations as environmentally sound as possible. We will be installing dishwashers on both floors of our building along with instant hot water access to cut down on our water consumption. We are asking restaurants to hold off on sending us napkins, plates, cutlery, and ketchup/mayonnaise packets when we order food. They are not needed, as we have our own. We are also purchasing environmentally friendly dishes and bowls, made from sustainable materials to reuse—therefore, cutting down the need for paper plates and bowls. When we do need to use paper products, we are using recycled paper plates, napkins, and paper towels. We also asked our staff to bring in unwanted packing materials they have at home (e.g., packing bubbles and cardboard boxes) so that we can re-use these materials when sending out our own packages. This has a huge effect on the amount of packing materials that we need to purchase and is a great way to reuse and repurpose.

"Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has."
— Margaret Mead

In addition to reducing and reusing, we are also addressing modifications to the interior of our building that will impact how much energy we use. We are planning to purchase insulated drapes and draft dodgers to help reduce the number of drafts in the building. These products are inexpensive but can make a big difference in the temperature within the building. This also saves on heating costs. We are also looking into purchasing more efficient, longer lasting LED lights to replace our existing fluorescent lights.

All these ideas are easy to implement, yet they have the potential for making a huge difference. There are some larger initiatives that we plan to undertake within the next few months, but we feel this is a good starting point. When everyone contributes, it's easy to make small changes that amount to big results!

Phish Alert Button

Have you ever received a peculiar email that looks suspicious? What did you do? Call, forward, delete, ignore?

Fortunately, IT Radix clients who have engaged with us in an ongoing Phishing Alert training and testing program don't have this question. They know exactly what to do: Click on the *Phish Alert button* at the top banner of their Outlook program. This gives these clients a safe way to forward email threats to the IT Radix security team for analysis. At the same time, it deletes the email from the user's inbox to prevent future exposure.

Having this in place reinforces the importance of security, provides a one-click solution, and ensures incidents are reported early and quickly. Ask us about how we can put this program in place at your organization.

Provide Helpful Prioritization **TIP**

In the new hybrid model, leaders lack the visual cues that engender confidence in individual productivity.

Create positive energy and a more engaged team by helping prioritize work activities that connect with your organization's more important priorities. The focus and helpful prioritization will ensure beneficial productivity.

IT Radix
We make IT work for you

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Inside This Issue

IT Radix Family and Friends
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"A nation that destroys its soils destroys itself. Forests are the lungs of our land, purifying the air and giving fresh strength to our people."
— Franklin D. Roosevelt

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off the mark.com   by Mark Parisi

AND THEN I LOST A WHOLE HOUR!

ME TOO!

I DON'T REMEMBER A THING!

DAYLIGHT SAVING SUPPORT GROUP

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From the desk of Cathy Coloff

I lived in a suburb of Washington, D.C. from 8th grade until I moved to New Jersey many years ago. The FDR quote here, reminds me of the various outdoor monuments and memorials that I enjoyed visiting. The memorial to Franklin D. Roosevelt wasn't built until after I moved away, but it has become one of my favorites. As the daughter of Montana transplants, I grew up playing in the woods of Cary, NC, and sailing the waters of NC and the Chesapeake. When we travelled out West to visit family, I was enthralled by the huge forests, rocky rivers and all the natural grandeur. And now as an adult with a family of my own, I love spending time at our house in the woods of VT and get out on the water as much as possible.

On my work and pleasure travels, I'm always interested in learning about what other places are doing to conserve and preserve the many natural wonders of our country and, of course, the role technology is playing in these efforts. I'm a firm believer that every little bit counts—so, when I needed to use my room key to activate the power in my hotel room on my last trip, I smiled. It's a little thing, but using less energy is critical to conservation efforts. Locking your hotel room and conserving energy in one easy step using technology is a win-win to me!

Cathy