IT Security Commandment #2:
Thou Shalt Protect Your Network

They say the best offense is a strong defense and in the world of information technology security that means installing and continually updating multiple layers of security. This commandment focuses on putting in key hardware and software that can be used to protect your network and employ the "multiple layers of security" strategy.

Spam Filtering. Many email providers often include this as part of their offering with an email account, but not always. The importance of this basic IT security layer cannot be overstated. Spam filtering software identifies incoming dangerous and/or unwanted emails from attackers, especially those using phishing as a means to attack a network or an individual user. These applications use a variety of filters to sieve out bad emails by looking at content, headers, links, languages of anything coming toward your inbox.

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Over 50% of all cyberattacks target SMBs. 😳

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Backup. This is one of the first antes of this commandment. Put a backup in place for all important data and applications. In easy-to-understand terms, a backup is simply a copy of files from your computer/device/server/ network. The backup software runs regularly and stores multiple versions over time. There are loads of backup options from which to choose, but any is better than none! A backup is a defense against a cyberattack as well as protection against natural disasters. We recommend storing the backup both locally and in the cloud. When any havoc (e.g., cyberattack, corrupted data, deleted files) occurs to destroy the network, the backup files are used to restore things and get you back in business.

Note that there is a key difference in types of backups. An "image" backup copies everything from a source to the backup files—both data (e.g., Microsoft Word documents) and applications (e.g., the Microsoft Word software application). A "data" backup only copies the data (e.g., Microsoft Word documents, not the application itself). In the event that an incident

Take Note

National Volunteer Month
April is National Volunteer Month. Check out Page 3 to see how IT Radix embraces this concept throughout the year.

Celebrating Earth Day with Free E-Waste Recycling
Drop off your e-waste at our IT Radix office during the month of April between 10am-4pm.
Acceptable items here:
www.it-radix.com/recycling

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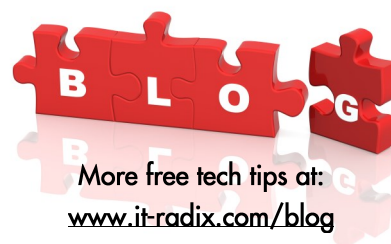
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Thou Shalt Protect Your Network

requires a full recovery, having a full image backup will ease and speed up the recovery process.

BDR Appliance. For organizations where downtime must be avoided, another layer of security that can facilitate that goal beyond a basic backup is a BDR (Business Disaster and Recovery) appliance. Purchasing, installing, and maintaining a BDR has a high return when compared to the cost of downtime and a business loss. In short, this type of device acts as an all-in-one backup application, backup storage device, and standby server to run a business if a disaster strikes.

Firewall. Ensure a hardware firewall is in place, updated with all security features enabled. A firewall acts as a security guard. It watches anything that tries to get access to your network from the internet and stops any intruder that is unwanted or unrecognized. A firewall can also block specific content that you do not want available through your network for security and/or employee productivity reasons.

Encryption. This security layer is an ongoing tool that scrambles any plain text to ensure that only the intended recipient of that text can read it. This can be used to protect data that is sent, received, and stored on any device. It turns text into ciphertext that allows only those with the encryption key to unscramble the message and/or data. You encounter encryption daily on most legitimate websites that use encryption protection with Secure Socket Layers (SSL) which enables encrypting data sent to and from a website. The "s" in **https://** is proof that this is in place. Additionally, it is highly recommended that personal devices such as laptops be encrypted to prevent untoward actors from accessing anything. On a Windows PC, it is as easy as turning on device encryption within your settings menu but be sure to keep your encryption key safe and secure.

Next Generation AV or EDR (Endpoint Detection and Response). We highly recommend organizations of all sizes install NextGen AV or EDR into their networks. This takes antivirus to the next and more proactive level. EDR builds on basic antivirus software by acting as the information hub for an entire network. It collects and analyzes what is going on with all endpoints connected to a network. Collection agents on the network report back continually on potential attack vectors and enable automated response mechanisms—the first of which is to contain the attacking item. Using AI software as well as human intelligence ensures that the issue is investigated and eliminates the problem if it is confirmed to be an attack.

This 2nd commandment of IT security as outlined here involves quite a number of recommendations for hardware and applications to reduce the vulnerability of your organization's network. The folks at IT Radix are here to help you and your organization behave properly to keep things secure and productive!

Service Spotlight: ⊞ Microsoft 365 Backups

Did you know? IT Radix and Microsoft recommends you have a third-party backup of your Microsoft 365 data.

Don't risk losing your Microsoft 365 data… get cloud-to-cloud Microsoft 365 Backups today!

- **Back Up Your Exchange Mailboxes** — Automatically back up Exchange mailboxes, contacts, and calendars so you can recover the exact data you want quickly and easily.
- **Ransomware Protection and Backup of Your OneDrive and SharePoint Data** — Protect OneDrive data and SharePoint sites, libraries, lists, and documents including permissions and metadata.
- **Control Retention and Recoverability** — Retain backups for seven years, even for inactive accounts..

Special Offer: 10% off on setup charges through 4/30/23

Volunteering Is in Our Blood

National Volunteer Month in April celebrates the impact volunteers have on our lives and encourages active volunteerism in generations to come. IT Radix takes this to heart!

At IT Radix, we have core values that we hold dear; and we use them to model our day-to-day activities. One of the core values that is the most important to us is "We Give Back and Support Our Community." It is woven into the fabric of our company, and we look for opportunities to volunteer our time year round. Over the years there have been many different organizations that we have given our time and talents. Some of these organizations have personal meaning to our staff, and some are organizations that we have worked with in the past. Whenever the opportunity to volunteer arises, there are plenty among us that raise their hand—all we need to know is where and when.

A few of the organizations that we have volunteered for in the past are: The Morris County chapter of *Habitat for Humanity*, an organization that builds home for deserving families; *Table to Table*, another local organization that provides meals to those who are in need; and *Green Vision*, an organization that recycles electronic equipment and employs those with developmental disabilities. Each time we volunteer, our staff is

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You have not lived today until you have done something for someone who can never repay you."
— John Bunyon

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blessed with a feeling of satisfaction and gratitude. As one employee expressed, "I felt super proud participating in the Table to Table Walk. It's a great feeling to get healthy and, at the same time, help those who are food insecure. The thought of others going hungry really tugs on my heartstrings. It's a sincere privilege working for and with folks who take pride in giving back to the community in so many different ways."
IT Radix's owner, Cathy Coloff, added, "Volunteering as a group is even better because you get to spend time outside normal day-to-day work activities, learn more about each and laugh together. I'm so proud to be a part of a team that is generous with their time and skills—volunteering is just a continuation of our organizational purpose which is to help others succeed."

Volunteering is in our blood. We encourage others to volunteer their time and talents too as it will leave you with a big smile and a full heart!

Reduce, Reuse and Re-Read

Every year more than two billion books are published in the U.S. alone. Where does a good book go after it's enjoyed? Remarkably, 25% of all U.S. landfill waste are paper products. In short, our love for books might be hurting the environment.

IT Radix is a strong supporter of the Three R's—Reduce, Reuse and Recycle! As part of our sustainability efforts, our team recently raided our bookshelves for used books and donated them to the Denville Book Barn. This organization supports those in need by providing funds to a plethora of local charities through the sales of their donated books.

Books are meant to be shared and enjoyed by all. Donate yours today!

Thanks for the Referrals!

Referrals are the best form of compliment! We would like to thank the following for referring us to their friends and colleagues:

Harvey from Corporate Graphic Solutions
Ken from Botwinick & Company
Meghan from Morris County Chamber of Commerce
Rich from RAH!CFO
Ron from Innovative ISP

Visit us to learn more about our Referral Rewards Program!

www.it-radix.com/referral-rewards

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Inside This Issue

IT Radix Family and Friends
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"The greatest threat to our planet is the belief that someone else will save it."
— Robert Swan

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From the desk of Cathy Coloff

I don't really remember the first Earth Day celebration in 1970. As the child of a scientist with an environmental focus, taking care of our planet and helping to support beneficial environmental initiatives has always been important to me. Sadly, many don't see the need to protect Earth's natural resources for future generations and choose to focus more on the here and now. It's not always convenient to reduce, reuse and recycle, but I know that even small changes count.

It's similar with cybersecurity—it's not always convenient to enter an MFA code or double check a website URL before clicking in an email, but I know that these habits keep me safe. Another habit that keeps me more cyber-secure and reduces energy consumption is enabling the sleep mode on all my devices when not in use. If the device is off, it's protected by default. While I like the convenience of sitting down and just getting to it, I'm willing to take the few moments to wait for my device to wake up and turn on to save energy and reduce the opportunity for cyberattacks.

April is National Volunteer Month… what better time to get outside and pick up some trash in your neighborhood or help plant trees in your local park? Remember to power down your devices while doing it.

Cathy