

# TECHNOLOGY INSIDER



Your monthly newsletter, written for humans not geeks

## It's time to fix your RISKY password habits

We all know how important it is to keep our data safe, but sometimes our best intentions fall short. And when you have employees, you're at an increased risk of security threats and bad habits creeping in.

Here's the deal: Even if you invest in cyber security training, changing long held password habits can be a tough nut to crack. People love convenience, and remembering a ton of complex passwords just isn't their idea of a good time.

Your employees are juggling dozens of passwords for work and personal use. It's a lot to handle, and sometimes they slip up and reuse passwords across different accounts. It's a familiar story, right? And it's where the trouble starts.

When passwords are reused, it's like leaving the front door wide open for cyber criminals. If the password is breached on one site, they will try it to access other sites.

Here's how you can make sure your team stays on top of their password game.

**Password audit:** Ask your IT partner to do an audit of passwords and look for weak ones that should be changed.

**Block weak passwords:** Ask your IT partner to implement a password policy that stops common passwords from being used.

**Scan for compromised passwords:** Even strong passwords can be compromised. Stay one step ahead by scanning for breached passwords and prompting employees to change them.

**Use password managers:** Password managers securely generate then store a unique password for every different account... and fill them into the login box so your team don't have to.

**Multi-Factor Authentication (MFA):** Add an extra layer of security with MFA, where you get a code on a separate device. It's like putting a deadbolt on your front door - double the protection, double the peace of mind.

**With the right tools and guidance, password security doesn't have to be hard work. If we can help you with that, get in touch.**

### DID YOU KNOW...

you can snooze your emails?



Our inboxes can be relentless. Sometimes an email pings through that you don't have time to deal with, but you don't want to forget about either.

Instead of marking it as unread and leaving it to get lost amongst the scores of junk, if you use Outlook you can snooze it instead. That means it pops back to the top of your inbox at a time that's more convenient.

**Simply right click the email, click Snooze, and set a time. Done!**

# TechFacts

1

At the end of 2023, there were 1.13 billion websites on the internet.

2

More than 90% of the mobile phones sold in Japan are waterproof. It's said to be because of the tendency of Japanese women to use their phones in the bath.

3

As of January 2024, there were 5.35 billion internet users worldwide. Of this total, 5.04 billion were using social media.

## Technology update

### Update Windows 11 without a reboot? Yes please!

It's important to run updates as soon as they become available, but when you're in the middle of something, they can be a big disruption.

Microsoft has good news. It's testing a new update method for Windows 11 that lets it install critical updates without a reboot. It's called 'hot patching' and will hopefully roll out later this year.





## INSPIRATIONAL QUOTE OF THE MONTH

*"It's fine to celebrate success but it is more important to heed the lessons of failure."*

Bill Gates, co-founder of Microsoft



NEW TO

# MICROSOFT

**Say hello to  
perfect photos  
with Windows**

Microsoft is bringing the best feature from the Google Pixel phone to Windows 10 and 11. The AI-powered 'generative erase' tool removes imperfections and unwanted features. It can even replace them with AI-generated images, such as removing people from backgrounds or replacing the background entirely.

**It promises a user-friendly, impressive editing experience that will improve your website images, presentations, and loads more.**



## APRIL'S FUN TECH QUIZ - WHO'S THE APRIL

1. A retro one to start... how many feet/ meters of tape would you find in the typical (60 compact audio cassette)?
2. What is the world's best-selling PC game?
3. Comic Sans is thought to be the world's most hated font, but when was it first used, and in which Microsoft product?
4. How much did the first commercial mobile phone, the Motorola DynaTAC, cost?
5. What decade did IBM get its name?

The answers are below.

1. 1920s (February 1924 to be precise, when Comptograph Tabulating Recording Corporation changed its name)
2. 281 feet (85 meters)
3. 1994 in Microsoft 3D Movie Maker
4. It costs \$3.995
5. 1920s (February 1924 to be precise, when Comptograph Tabulating Recording Corporation changed its name)



# Are you ready to ditch the break/fix headache?

**When it comes to your IT support, have you ever found yourself wondering whether having a contracted partnership beats the old break/fix model?**

Let's rewind a little first. What's break/fix?

Well, imagine this: Your computer crashes, your server goes kaput, or your network decides to take an unexpected break. What do you do? You call up your IT person, who swoops in to save the day – for a hefty fee, of course.

Something breaks, IT fixes it. That's the extent of the relationship.

In the moment, it might feel like a lifesaver. But let's be real here – relying on a break/fix model is like playing a never-ending game of tech whack-a-mole. You're constantly putting out fires, and each time it happens, it's costing you time and money. Not to mention the stress it puts on you and your team.

So instead, let's talk about the benefits of a contracted partnership with an IT support provider.

First off, predictability. With a contract in place, you know exactly what you're getting and how much it'll cost you each month. No more surprises or budget-busting bills.

And there's more. With a contracted partner, you're not just getting reactive

support when things go wrong. You're getting proactive maintenance and monitoring to prevent issues before they even happen. Think of it as having your own IT guard, watching over your systems 24/7.

And let's not forget about the expertise. When you partner with an IT support provider, you're tapping into a wealth of knowledge and experience. We eat, sleep, and breathe technology, and we're always staying ahead of the curve when it comes to the latest trends and best practices.

Plus, we will map out and document your exact setup when we start working with you, speeding up any fault finding.

But perhaps the biggest benefit of all? Your peace of mind.

Knowing that your IT systems are in good hands allows you to focus on what you do best – running your business. No more late-night panic attacks over server crashes or network outages. With a contracted partner by your side, you can rest easy knowing that your tech is taken care of.

**If you're in a break/fix cycle perhaps it's time you said hello to the benefits of a contracted IT support partnership instead? And if that's something we can help you with, get in touch.**



**Q: The sidebar and sidebar button in Microsoft Edge is annoying. Is there a way to hide it?**

A: Yes. Just go to the cog icon at the bottom of the sidebar and turn off the "Show sidebar button" setting. But make sure that Edge is updated to version 122 to use this feature.

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**Q: How do I know if I'm spending too much on technology?**

A: It's unreasonable to believe your hardware will last forever or that your business software won't need upgrading, but you don't need all the latest tech and gadgets. We can help you set a realistic budget, get in touch.

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**Q: How can I tell if my passwords have been leaked?**

A: Sites like haveibeenpwned.com allow you to search across multiple data breaches to see if your email address has been compromised. Alternatively, we can help – get in touch.

## Business gadget of the month

### EMEET OfficeCore M0 Plus

Your phone or PCs microphone and speaker can be a little limited. Especially if you're using it for a conference call or in a room with other people all needing to talk and be heard.

That's where the EMEET OfficeCore M0 Plus comes in. It's a Bluetooth compatible speakerphone that picks up conversation no matter where it's coming from in a room, cancels out background noise, and improves the quality of your calls, no matter where you are.

**\$59.99 from Amazon.**



## This is how you can get in touch with us:

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