



TECHLORE

“Insider Tips to Make Your Business Run
Faster, Easier and More Profitable”

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“As a business owner,
you don't have time to
waste on technical and
operational issues.
That's where we shine!
Call us and put an end
to your IT finally and
forever!
- Jim Stackhouse
NeoLore Networks Inc.

Employees Keeping Your Data Safe? Don't Count On It

The biggest block to protecting your company's data is employee ignorance about cybersecurity. In fact, your employees are probably compromising your data right now and aren't even aware of it. In case you haven't read the reports, a statement from one of the many companies recently forced to close its doors following a cyber-attack involving one of their own employees brings the point home:

“Code Spaces will not be able to operate beyond this point. The cost of resolving this issue and the expected cost of refunding customers who have been left without the service they paid for will put Code Spaces in an irreversible position both financially and in terms of ongoing credibility.”

Root cause of the disaster? Very likely a phishing attack that one of their own team members unwittingly played a key role in.

If you want even a ghost of a chance that your data remains safe and secure, you **MUST** be aware of the five ways your employees are probably putting your company at risk right now:

Risky Passcode Practices

A good rule of thumb is, if you can recall a password, it's probably not safe. Require the use of a random password generator to keep weak passcodes from being the weak link in your data's defenses. Invest in a company-wide password protection system. And wherever possible, use



two-factor authentication for logins to critical sites.

Working Outside A Secured Network

It's great that your team loves to collaborate. Just make sure it's done in a secure network. E-mail-sharing and file-sharing over a non-secured network can lead to leaks. Train your team to share sensitive your data at risk.



E-mail Naïveté

Most people are aware by now that clicking on unknown links in an e-mail can lead to trouble. Yet clever hackers are sending ever more appealing e-mails that trick

the unwary into clicking. Insist that no attachments from unknown sources are to be opened. And require that users on your network look up unknown links before blindly clicking on them.



Unattended Devices

Walking away from an open laptop in a coffee shop is a recipe for disaster. Yet even at the office, stepping away from a workstation can expose sensitive data to snoops. Insist that wherever your team works, they maintain complete visual control over any screen showing confidential company data.

Malicious Acts

You may find it hard to believe, but employees leaking critical data on purpose happens all the time. It may be for a personal venture – or a personal vendetta against your company. Regardless of the cause, it's always a risk. And you may not see it coming. Safeguard all data coming into or going out from your company. And always change access codes whenever someone leaves your employ – willingly or unwillingly.



Need an ally to help protect your data from employee sabotage – accidental or otherwise? Don't fight this battle alone – our Data Security Review can help!

Protecting company data in today's fluid and fast-changing business environment is tough work. If you don't have a robust protection plan in place, your critical data IS at risk. Our Data Security Review helps you and your team fend off attacks on company data. It also shows you the weak spots so you can seal them off from attack.

**Call us today at
613-594-9199 or e-mail me
at contact@neolore.com
to book your
Data Security Review
right away.**

Safe data practices by your employees are absolutely critical to your company's success and survival. Contact me today for your free **Data Security Review!**

Shiny New Gadget Of The Month: Quicklock



Is there anyone who hasn't forgotten a combination lock code? Or forgotten the keys to your padlock when you get to the gym? Founder Ryan Hyde has been inventing, designing and modifying products for more than 20 years. He decided to focus on a safe gun storage system, and after years of effort, he created Quicklock.

This amazing lock is an access control system with a Real Time Clock, memory, and two communication protocols (RFID and Bluetooth). This innovative padlock opens with your smartphone (though Bluetooth), a fob, or a key card. It is made with die-cast zinc alloy, which makes it both durable and weather-resistant. Depending on how often you use it, the rechargeable battery can last for up to two years.

Unlocking with the app is simple. Open the Quicklock app (the app syncs up to your phone), and press “Unlock” on your screen. In seconds, the lock opens. If you are not a smartphone user, Quicklock includes two credit-card shaped keys and a fob that use NFC (Near Field Communication). Just hold one near the lock and it opens. No more combinations or keys – enjoy the security and simplicity of Quicklock.

<https://www.thegrommet.com/tech-gadgets/quicklock>

3 Ways to Manage Someone You Dislike

Dislike your coworker or employee? Congratulations! You have completed the first step in making things work. Acknowledging you have a problem, after all, is the first step. Ironically, teams where everyone likes each other are typically weak teams. People (that includes you) have a tendency to like people who are like them. We revel in similarities. Yet a team of copycats will have tunnel vision and won't have complementary skills. Great teams don't like each other nearly as much as they respect each other. There is greatness in differences.

Abraham Lincoln was famous for building a political cabinet of personal enemies. In a country that was polarized by a horrific civil war, Lincoln's genius was to assemble a cabinet of people who were his sworn enemies. Members of his cabinet may not have liked him (or vice versa), but it served what the country (client) needed.



Your company has a mix of clients with different needs and demands of their own. Your company has a mix of things to do, which requires special talents. Your company needs diversity, but along with that may come personal conflict (just ask Abe). Here is how you manage the people you dislike:

1. Stop Trying To Like Them – A big fallacy of managers is to believe they need to like the person they are managing. That is not the case at all. The manager just needs to respect what the employee does. And when I say "respect," I mean to see genuine value in a talent or ability of that employee. Stop

trying to find things to like about the employee you hate – find something to respect.

2. Find The Bigger Enemy – My consulting group was engaged to help grow a business run by two sisters. The problem was finger-pointing. Each sister blamed her struggles on the other, and they hated each other. That was



until they found out their father was diagnosed with cancer. Immediately they had an enemy (the cancer) much greater than their hatred for each other. Instantly they started to work together amazingly well. Seek to find a common enemy (perhaps a competitor) that you and the

employee you hate can target together. A common enemy makes the best of friends.

3. Distance Makes The Heart Grow Fonder – Short, temporary bursts of disgust trump a continual stream. If you just can't get over the fact that you can't stand the employee you manage, put distance between you and the employee. Put them in a different part of the office, or in a different office altogether. Of course, you can fire them too...but we are working under the understanding that you have an employee who is great at their work – you just can't stand them.

If Abraham Lincoln was able to manage a cabinet full of enemies and put a struggling country back onto the track to greatness, I think you just might be able to manage those employees you don't like (but respect) and put your company back onto the path to success.

The Average Cost of a Data Breach Keeps Rising

According to a recent study by IBM, excluding mega-thefts like the Sony hack, the overall average total cost per incident is around \$4 million. Yet costs vary by industry. A health-care firm that deals with highly regulated and intimately detailed patient records may see a cost per stolen record at \$355. At the other end of the spectrum, cost per stolen record in the public sector is closer to \$80. Having an incident response team on hand cuts cost per stolen record by \$16 a pop. Use of encryption saved an average of \$13, employee training \$9 and appointing a chief information officer \$7. The report shows that how and when you respond to a cyber-attack can reduce the cost of recovery.



Here are 3 Must-Have Apps For The Type-A Personality In Your Life. Could That Be You?

Hate2Wait is a godsend for folks who can't stand to queue up. It estimates restaurant wait times and lets you reserve a table instantly. Spam is the bane of goal-driven people. It distracts and takes time to clean up. Put **Unroll.me** on your iPhone and link it to your e-mail accounts. It then lists every newsletter and promotion you're getting, and lets you lump them all into one e-mail address, keeping your in-box clear and clutter-free. Type A's love tracking their finances. **Mint** tracks all your money in one place, making budgeting and expense tracking a breeze. Just the thing for the type A in your life.

The 8-Hour Workday Is As Outdated As The Manual Typewriter

If you want to get a whole lot more done in your day, it's time to rethink how you structure it. Working eight hours per day started in the industrial revolution as a way to limit the number of hours workers had to endure on the factory floor. Yet a recent study by the Draugiem Group found that the ideal work-to-break ratio was 52 minutes of work with a 17-minute break. Folks who do that turn out to have a unique level of focus in their work. They're able to crush their competition because that's how the brain naturally functions. Structuring your day in this way can help you beat frustrating distractions and boost your productivity.



NEO-Tech Tip of the Month How To Turn Off Facebook Chat

Now that Facebook has built chat into its online interface with Messenger, your friends can message you at any time when you are logged in. Sometimes you might not always want to be reachable, and now Facebook has recently made some changes that allow you to change your online status so others cannot see you are online. Here's how to quickly go offline and hide your online status:

1. Log into Facebook
2. Click the gear icon at the bottom right of the browser screen and you will get a list of options. One of the options is to Turn Off Chat. When you click this option, you will get another pop up with three more options. Here you can choose to turn off chat for all friends, for all friends except ones you choose, and turn off chat for some friends.

When you turn off chat for everyone or a group of people, they can still message you, but the messages will go to your Inbox.

Free Report Download “The Business Owner’s Guide To IT Support Services And Fees”

You will learn:

- The 3 most common ways IT services companies charge for their services, and the pros and cons of each approach.

- A common billing model that puts ALL THE RISK on you, the customer, when buying IT services; you'll learn what it is and why you need to avoid agreeing to it.

- Exclusions, hidden fees and other “gotcha” clauses IT companies put in their contracts that you DON'T want to agree to.
- How to make sure you know exactly what you're getting to avoid disappointment, frustration and added costs later on that you didn't anticipate.

Get Your Free Copy Today:
<http://www.neolore.com/free-stuff/reports/>

Who Else Wants To Win A \$25 Gas Card?

The Grand Prize Winner of last month's Trivia Challenge Quiz is Tim W! Tim was the first person to correctly answer last month's quiz question:

What do the following acronyms stand for:

1. IMHO – In my humble/honest opinion.
2. ICYMI – In case you missed it.
3. ROFL – Rolling on the floor laughing.
4. 143 – I love you.

Now, here's this month's trivia question. The winner will receive a \$25 gas card!

Question: What is the best work to break ratio?

Call (613) 594-9199 right now with your answer! Or email contact@neolore.com

“Willyoupleasehelp-mefixmykey-board?Thespace-barisbroken!”