

TECHLORE

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

INSIDE THIS ISSUE:

Upgrading To Windows 10? Avoid Headaches, Downtime And Frustrations	page 1	The Lighter Side	page 4
Free Report Download	page 2	Business Briefings	page 4
Gadget of the Month	page 3	Monthly Trivia Question: Win a \$25 Gas Card!	page 4
3 Easy Steps To Get 7 Years Of Hassle-Free Service Out Of Your Laser Printer	page 3		



“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.

Upgrading To Windows 10? Avoid Headaches, Downtime And Frustrations By Following This Advice

For the past few months, we’ve been swamped with questions about Windows 10.

If you’re wondering whether now is the best time to upgrade your system, here’s what you need to know:

First and foremost, if your organization relies on your computers in any way to

make money or save lives, consider the risks carefully.

As with any software upgrade, but especially your computer’s operating system, you’ve got to weigh the advantages of upgrading now against potential downtime if there are problems with the new code.

A good rule of thumb regarding any operating system upgrade is to wait six months after the product release before deploying it into any system or group of systems that your business depends on.

Since January 29 marks six months since the Windows 10 official release date, it’s a good time to look at whether it’s wiser to upgrade now or

wait for further fixes and improvements.

That being said, here are a few of the key questions we’ve been fielding – and pitfalls to avoid:

Q. It’s free for a “limited time” – don’t I have to act now?

A. No. You have until July 2016 to take advantage of the free upgrade. And, if your system hasn’t prompted you to upgrade yet, you’ll need to wait. If and when your system is deemed capable of adapting to the upgrade, your current Windows OS will notify you. Either way, you have until July 28, 2016. If you do plan to upgrade, we strongly advise that you get it

done well before that date, in order to avoid any last-minute scrambling.

Q. It’s better and/or faster, right?

A. Maybe... It depends. Here’s what we’re seeing:

- Windows 10 radically changes how your system operates, compared to Windows 7. While some computers make the change with no problem at all, it can cause older systems to lose key hardware drivers (like networking or printing), rendering them an “instant brick.”

cont’d on page 2

FREE REPORT DOWNLOAD

The Ultimate Small Business Guide To Setting Up A Work-From-Home System For Your Staff

You will learn:

What telecommuting is and why so many small businesses are rapidly implementing work-from-home programs. The single most important thing you MUST have in place before starting any work-from-home or remote office initiative. How one company slashed its turnover rate from 33% to nearly 0%—and increased productivity by 18%—by implementing a work-from-home program. How to get a FREE “Home Office Action Pack” (a \$97 value).

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Windows 10

cont'd from page 1

- Some systems, even those certified by their manufacturers as “Windows 10 ready,” start misbehaving after being upgraded. That means undue downtime while you reinstall or upgrade MS Office or other software – or even revert back to your older OS.

- Some older systems actually run slower on Windows 10 than on Windows 7 or 8.1.

Q. Will my computer work with Windows 10?

A. Age is probably the biggest factor for any Windows-based device. Anything older than three years is not worth upgrading. At three years old, your machine is nearing the

end of its useful life. You are better off leaving the old operating system in place and waiting for Windows 10 until you upgrade to a new computer.

Q. I've heard Windows 10 transmits all of your personal information to Microsoft. Is this true?

A. This is true, unless you opt out of some of the most attractive features, such as the MS Store and Cortana, the voice-controlled virtual assistant. According to Windows 10 terms of service, Microsoft can:

“access, disclose and preserve personal data, including your content (such as the content of your emails, other private communications or files in private folders),

when we have a good faith belief that doing so is necessary to protect our customers or enforce the terms governing the use of the services.”

If you decide that giving that kind of control of your personal and business data to Microsoft is not in your best interest, you can still install Windows 10; just call us and we'll help you adjust the settings to keep all your information from being sent to Microsoft.

Q. We use some custom software here. Will it run on Windows 10?

A. Until your custom software vendor blesses Windows 10 for that program, the answer is no. In all cases, we advise against upgrading to

Windows 10 until your custom programs are 100% fully vetted, compatible and supported for it.

Deciding when to upgrade to Windows 10 isn't as simple as Microsoft and some pundits would have you believe. But if you know the pitfalls we've laid out for you here in advance, you've at least got a fighting chance for a smooth, headache-free transition.

Want help setting a target date and plan for your business to upgrade to Windows 10? Call us at 613-594-9199 or e-mail us at sales@neolore.com to schedule a free Windows 10 Readiness Assessment.

Shiny New Gadget Of The Month:

Who Else Wants A Little Music With Their Light?



The next time you replace a lightbulb, you can now pick one that will stream your favorite music and light up your life in your choice of over 16,000 colors, all with a tap on your phone.

In case you haven't noticed, some LED bulbs now include a Bluetooth- or Wi-Fi-controlled speaker. And at least one, the MagicLight® Plus, available on Amazon, also lets you pick a light color to suit your mood.

At anywhere from \$15 to \$129 or more, these bulbs can add music – and light – throughout your home or office in a matter of minutes, at a fraction of the cost of a wired-in sound system.

How's the sound quality? It depends on the one you select. And it may not resonate like Carnegie Hall live...but hey, it's a lightbulb – what did you expect?

<http://magic-light.myshopify.com/>

3 Easy Steps To Get 7 Years Of Hassle-Free Service Out Of Your Laser Printer

Printers - the necessary evil of every office. From paper jams and error messages, to problems like smearing, misfeeds, and ghosting, printers can really make your blood pressure rise.

Plus, it's easy to sink thousands of dollars into maintenance and repairs. If you want to avoid common printer problems AND save yourself a small fortune on replacements and repairs, follow these 3 easy steps:

Keep It Clean

There is no faster way to gunk up a laser printer and cause printing problems than by letting it get dirty.

On a monthly basis, use compressed air to blow out the inside of the printer. Remove the toner cartridge for better access, and don't forget to do the back if it is accessible. It also helps to take a vacuum to the outside. If you print labels or use any other type of specialty media like transparencies, use rubbing alcohol to clean the rollers inside the printer.

Do Your Maintenance

You can almost infinitely extend your printers lifespan by doing the regular maintenance suggested by the manufacturer.

This includes replacing rollers, filters, and occasionally replacing the fuser (the printer's internal furnace.) Here's a little money-saving secret: you only need to do this type of maintenance at 1.5 to 2 times the manufacturer's usage recommendation. In other words, if your printer's manufacturer says to replace rollers every 100,000 pages, you really only need to do so every 150,000 to 200,000 pages.

Use a Surge Protector

Nothing will send your printer to the bone yard faster than an electrical surge caused by lightning or other issues on the power grid.

When internal components are fried, it is often cheaper to buy a new printer than it is to fix the existing one. It is easy to protect yourself with a \$25 surge protector. DO NOT plug a laser printer into a UPS or other battery backup system. The printer's power draw is too much for a battery to handle.



The Lighter Side

Succession Planning

A new manager spends a week at his new office with the manager he is replacing. On the last day, the departing manager tells him, "I have left three numbered envelopes in the desk drawer. Open an envelope if you encounter a crisis you can't solve."

Three months down the road there is major drama in the office and the manager feels very threatened by it all. He remem-

bers the parting words of his predecessor and opens the first envelope. The message inside says "Blame your predecessor!" He does this and gets off the hook.

About half a year later, the company is experiencing a dip in sales, combined with serious product problems. The manager quickly opens the second envelope. The message read,

"Reorganize!" He starts to reorganize and the company quickly rebounds.

Three months later, at his next crisis, he opens the third envelope. The message inside says "Prepare three envelopes."



Business Briefings

Your Vacation

Resolved to see more of the world this year? Here are three surprisingly great places to visit, according to travel-guide publisher Lonely Planet: 1) For cutting-edge art scenes, emerging nightlife, great skiing and rich wildlife-watching, including bison, wolves, lynx and bears, Transylvania tops the list. 2) Celebrating 50 years of independence in 2016, Botswana features luxury camps, self-guided tours, community projects and award-winning family safaris. 3) For postcard-worthy views of the stunning Sapphire Bay, as well as charming alleyways, tasty food and

its still-traditional way of life, Kotor, Montenegro, deserves a top spot on your short list. This year, get off the beaten path for a vacation that can't be beat!

Your Career

A mentor can help you achieve big things. But finding and connecting with the right person can be tough. Here's what helps: First, get clear about what you want in a mentor: do you need a sounding board? A guide? An advocate for a project you're working on? Once you know what you're looking for, let the search begin. Look inside or outside your company, run an advanced search on LinkedIn and be open to working with someone younger than yourself. When you find a good candidate, simply ask for help on a specific problem. Then make it fun, give back and nurture

the relationship. Mentoring can be a highly rewarding experience for you – and for your mentor.

Your In-box

Got e-mail overwhelm? Get more done in your day with these three tips used by top pros: 1) Empty your in-box often. Use "Follow Up" and "Hold" labels in Gmail (folders if you're in Outlook) to quickly sort e-mails you can't respond to right away. 2) Use the Two-Minute Rule: if it will take more than two minutes to respond to, sort it for later. 3) Respond quickly. This sets you apart in a world where most people are drowning in e-mail. Often, a quick reply such as "Got your note, will get back to you by end of day Tuesday" is all you need. Pair this with time blocks for knocking out batches of replies for massive productivity.

Your Time

Being busy doesn't always mean being productive. To win back big chunks of your time every day, avoid these three "busy-ness" traps: 1) Multitasking cuts your IQ by up to 40% and makes the two tasks you're working on take 25% longer. 2) Interruptions suck up your time because not only does it take up to 20 minutes to fully refocus on the original task, but we tend to get back to trivial rather than more important tasks at hand. 3) You're busy because technology wants you to be, not because you need to be. Must you really remain available to your boss, customers, family, friends and social networks 24/7/365? Take control again – it's your life!

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

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

True or False: As soon as a patch is available it should always be applied.

The answer was false.

Now, here's this month's trivia question (The answer can be found in this newsletter). The winner will receive a \$25 gas card!

Question: True or False, Windows 10 transmits all your personal information to Microsoft?

Call (613) 594-9199 right now with your answer!