



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.

Improve Your Staff's Productivity Using These Five Tips

Increasing employee productivity is a positive approach for companies, regardless of the industry; however, the concept can be rather vague. Productivity means more than just working to meet a given quality standard, therefore, it isn't always immediately clear how to achieve optimum outcomes while maintaining standards and keeping your employees happy. Here are a few concrete methods that can help your staff be more productive:



Try Mobile App Blocking: Just as employees can get distracted while on computers, they can also waste time piddling away with apps on their smartphones. While there is no way to completely solve this problem, you can at least block the use of certain applications when connected to the corporate network with technology such as firewalls.

Save Files in the Company's Cloud: Get rid of clutter on individual computers while promoting collaborations between members by using cloud storage. This frees up space on each computer station for optimum speed, and you can set permissions on files to share between certain staff members while restricting access to others.



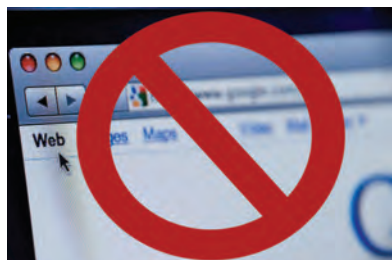
Track Production: There is a wide array of tracking methods to measure how many tasks an employee undertakes during a work day. Many industries have developed tools and established best practices to manage and track production times and quality. If you're having trouble finding the best tools to use for your business, give us a call and we'll work with you to find the solutions that will work for you.



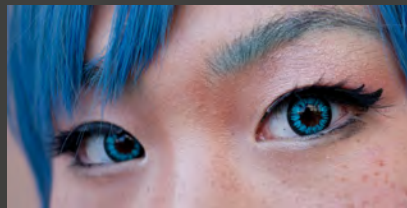
Block Certain Internet Sites: With the rise of social media, online gaming, and entertainment websites, there are many potential distractions on the web. Even if an employee is well-intentioned, there are plenty of well-designed trappings to keep them there, wasting your company's time and, ultimately, money. Consider placing a block on potentially productivity sapping sites to remove the temptation to linger online.



Revamp Technology: It isn't necessary to invest a fortune in buying new equipment to upgrade your IT infrastructure and increase your staff's productivity. Get rid of any obsolete technology that just takes up space, update your software, and consider investing in one or two pieces of newer equipment that can benefit multiple staff members or perhaps the whole company.



Shiny New Gadget Of The Month: Sony Smart Lenses



Sony has now filed a patent for a smart contact lens. It will contain a tiny camera, storage, antenna and wireless communication processing unit to name a few components. A key factor of this new technology is that the camera records know when you are either deliberately or involuntarily blinking. These motions activate the camera to start and stop recording.

Another interesting development is that the lenses record the images to an internal storage device, which is a huge improvement over other designs, which would transmit to an external storage device. This means

that you can easily and very quickly access your recordings.

These new lenses will use a sophisticated technology called piezoelectric sensors. These sensors convert mechanical energy, such as pressure and force, into electrical energy. Therefore eye movements will be read by these sensors and be used to activate the camera. The power will be supplied by electromagnetic induction, where a slight electrical current is produced by moving a conductor through a magnetic field.

The technology is very theoretical right now but with so many tech companies scrambling to develop smart lenses, we may be seeing them very soon.

To read more indepth about this, visit <http://futurism.com/sonys-new-contact-lenses-let-record-store-everything-se-e/>

BYOD and Wi-Fi Security

As we become more and more connected to the internet in our day-to-day lives, the days of having dedicated devices to one purpose are fast disappearing. Our means of getting online are most often portable and take on ever-increasing forms, including laptops, tablets, and smartwatches. For WiFi networks, this onset of the Bring-Your-Own-Devices (BYOD) age also brings its own set of problems. Even in workplaces or university settings, there are more devices accessing the network than just the immovable desktops. Either the network is freely accessed by anyone in range, or those who know the

online access password can use it from multiple devices. This creates a lot of unknowns about what's going on in a particular network, and to complicate things further, there are sometimes intelligent systems and services, such as automatic building lighting or surveillance systems, that have access as well.

This creates the potential for a security fiasco, and much has to go on behind the scenes to keep a WiFi network secure while also being outwardly simple to use. In order to keep the network safe from intrusions that could compromise sensitive data or introduce viruses, it is vital that WiFi network owners know who, what, and how their network is being used. Since this is difficult to achieve without making online access cumbersome, it makes sense to distribute connections and provide different levels of

access. In other words, the general population hooking onto the WiFi signal should get the most limited version of access while a confirmed corporate user's device merits a greater scope.



The best way to achieve this is through the use of Private Pre-Shared Keys (PPSK), a simple authentication measure that can differentiate between the levels of users and assign the appropriate WiFi access without adding barriers to actual network users. With such a system in

place, administrators can then monitor the activities of all network users and grant access to regions on a case-by-case basis. This not only restricts what users can do but also provides valuable insight as to how a WiFi network is being used to make security and other related decisions in the future.



How to Cut Down Your Mobile Data Usage

With unlimited mobile data plans being few and far between these days, it is imperative to monitor and accordingly manage your data usage to prevent outrageously high cellular bills. Even if you have an unlimited plan grandfathered into your service, there are other benefits to cutting down your mobile data usage, including increased battery life on your device and faster service in general. Try these tips to keep your data usage at a minimum:

- **Track your usage.** It's impossible to set a usage goal or identify any problems without knowing how much data you use and how you use it in the first place. Within the settings of your smartphone, you can easily find how much data you've used in a billing period and even set warnings for when you approach your data limits. Depending on your service provider, more detailed reports may be available online as well.

- **Identify what applications use the most data.** This can also be done within your smartphone's settings where you can see app usage at a glance and can also set warnings or cut-off limits at this level. After assessing how much data

each application uses, you may even want to delete the most data-hungry ones altogether or change your mobile usage habits to stay within your data limits.

- **Take advantage of free WiFi.** A wide array of businesses offer free wireless internet service as a perk to customers, so don't pass up this golden opportunity to get your high-usage needs met at no expense to you. You can even configure your settings where applications only update when WiFi is available, so you will never wonder why your data usage spikes with no warning due to automatic updates.

- **Put the stymie on streaming music and video.** While you may like to show your friends the latest footage off of YouTube or listen to your playlists while on a run, these activities come with a high data usage price tag. Try waiting to view videos until WiFi is available and make your playlists available offline to listen to them at will without any costly data usage.

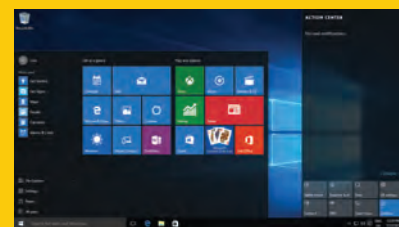
Just by implementing these simple usage-reducing and awareness strategies, you can greatly decrease your cellular data bill and the workload on your smartphone device. This is a win-win no matter how you look at it.

NeoTip of the Month: Windows 10 Start Menu Customization Tips

- **Change the Size and Shape of the Start Menu:** The default size and shape of your Start Menu depends on the screen's resolution, but it is automatically quite large no matter how you slice it. To change it into a square or slender rectangle with your desired dimensions, simply hover with your mouse along the menu's edge until the cursor changes to double arrows, then click and drag the edge where you want it to be.

- **Adjust the Appearance and Grouping of Live Tiles:** Microsoft automatically adds Live Tiles on the Start Menu according to what programs and features it wants to highlight, but some of those may not be helpful for you. To remove or resize a tile, right-click on it and choose the preferred option. Drag and drop tiles to move them around and make your most-used features more accessible. You can also group your tiles into categories by dragging a tile into an empty space of the menu, which brings up a heading bar you can name; then, drop any other tiles that fit your new heading into your group.

- **Change the Color of the Menu:** To change your Start Menu to your favorite hue, right click on an empty area of your Desktop. On the menu that pops up, choose "Personalize" then "Colors" to display a palette with all of the available options. Click on the shade you want, and your Start Menu will adopt that color. This also affects the color of other items like the bottom toolbar of your browser to make everything coordinate seamlessly.



- **Customize Shortcuts on the Left Sidebar:** You can choose the shortcuts you want on your left sidebar in a similar manner as you change the color of your Start Menu. Right-click on your desktop, and select "Personalize" then "Start." From there, you can customize the shortcuts from pre-selected options or hand-pick which folders you want to appear.

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.

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 Marc C! Marc was the first person to correctly answer last month's quiz question:

What does FITE stand for?

The answer was

Filter, Identify, Think, Educate

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: What does B.Y.O.D stand for??

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

“The 21st century: Deleting history is more important than making it.”