

Six Tips For Making 2017 Your Most Productive Year Yet



Thomas Fox is president of Tech Experts, southeast Michigan's leading small business computer support company.

Want to up your game in 2017? Ready to hit the ground running? Here are some great tips for making 2017 your most productive year yet.

Squeeze everything you can out of your day

Get to work on the tasks that are hanging over your head at every opportunity. Long commute? Catch up on the latest industry news, draft a few emails or start to plan your tasks for the day ahead. Work remotely? Use any downtime you have, like waiting on hold to speak to the doctor or standing in line at the bank, to tackle the tasks you haven't yet found time to accomplish.

Become more efficient at completing routine activities

It's highly likely that you spend a significant proportion of your time on unproductive tasks that do nothing to enhance your achievements.

Take a look at your weekly tasks and identify which of them add no value, which can be better managed, and which you can delegate. Make sure you are spending your time on the tasks that really matter.

Get organized

A vast majority of people waste much time searching for information in disorganized file systems on their computers. Invest time in organizing and de-cluttering your desktop and file storage system, so you know exactly what is there and where it is. Delete anything you don't need.

Get out of bed

It may sound obvious, but the earlier you get out of bed, the more time you will have to get things done. According to recent studies, early risers achieve a higher GPA than their night owl counterparts.

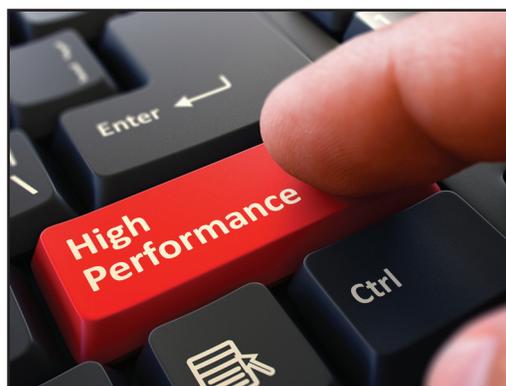
Get physical

It's pretty well known that some of the world's most successful people

get out of bed and into the gym early every morning. The crux of the matter is that fit and healthy people are better engaged, focused, and full of energy.

Get to bed early

Of course, those early morning workouts mean you need to ensure you get a good night's rest.



Make getting eight hours' sleep a priority; it's healthier for your heart, mind, and weight. What's more, getting more sleep improves your stamina, reduces daytime fatigue, and makes you more efficient.

If you are hoping to improve your productivity in 2017, getting an early night sleep really should be top of your objectives.



Invest time in organizing and de-cluttering your desktop and file storage system, so you know exactly what is there and where it is. Delete anything you don't need.

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An Introduction To Cloud Computing

“At Tech Experts, we can provide a solution that can fulfill your cloud back-up needs with a managed environment you would expect from a technical provider.”



Anthony Glover is a Senior Network Engineer and Service Manager at Tech Experts.

So what is cloud computing? In definition, it's the practice of using a network of remote servers on the Internet to store, manage,

and process data, instead of a local server or a PC.

Ideally, cloud computing is the future of computing, from creating a backup to managing cloud software. Think of this as the easy-access entity for your computing devices, network, etc.

Using the cloud improves mobility and, should you find yourself in a situation with data loss or equipment damage, it shortens disaster recovery time. Additionally, it can significantly lower prices on hardware.

So why utilize the cloud?

Today, the cloud is broadly used and anyone that doesn't use it today is left in the dark in several ways. The main issue is the redundancy and the ability that can be utilized with the cloud.

A cloud interface for items - such as local software, local backups, your everyday access of traditional programs used throughout your

organization - can all be gathered and placed in a cloud environment, making them obtain a failsafe attribute that no other service today can provide. The ability to access, change, and provide these features end-users live for through a managed cloud-based environment is essential in any technical environment today.

How secure is the cloud?

The cloud is the safest environment for your data - as well as the most cost effective and easiest way to

the Internet connection, the faster the cloud connection. Of course, network equipment can also be a contributing factor when having a seamless cloud environment. With that said, the faster the networking equipment, the better.

Of course, there are recommended system requirements for any cloud device or service, however they do vary based on the solution depth and complexity.

Can I have multiple devices backup to the cloud?

Yes, you can. You can have multiple seamless cloud backups going at once that can not only be real time, but managed by a professional to make sure that all of your critical data is accessible and up-to-date.

At Tech Experts, we can provide a solution that can fulfill your cloud back-up

needs with a managed environment you would expect from a technical provider.

I'm interested - where do I sign up for the cloud?

The cloud is closer than you think. In fact, it's just a phone call and a service visit away.

Call one of our trained and detail-oriented professionals today at (734) 457-5000 to inquire about a cloud-based managed solution that's suitable for your small business.



manage each and every aspect of computing at your business.

Your data can not only be backed up via the cloud, but can also be expanded just by paying for additional space rather than additional equipment. Some services even provide real-time backups that update as you add new material to your PC. This brings in the peace of mind that your data is not only backed up, but safe.

How fast is the cloud?

The cloud is as seamless as your Internet connection. The faster



How To Avoid Infections On Your Company's Network



Luke Gruden is a Help Desk Specialist at Tech Experts.

Computers are just like people - they too can catch a virus and become infected. Your computer can potentially be infected

from anything it connects or interacts with, so it's important to watch what disk or USB device you insert into your computer or websites you go to.

What is a computer infection?

A computer infection is referring to malicious software that can harm your computer or even steal your information. There's more than one variation of it. There is spyware that watches what you type and do on your computer to gather and steal information.

There is adware which will change your settings and hijack certain parts of your computer to promote its own products.

There is cryptoware which will lock your whole computer and make it unusable.

There are also many other types

of infections or malware that your computer can come across.

Is my computer infected?

If your computer has been running slower recently and you are seeing strange pop-ups or odd programs, you are very possibly infected. At Tech Experts, we monitor many different computers, keeping track of any odd processes and programs that are installed. We also have managed anti-virus that further helps us identify when our client's computers could be infected.

How can I clean an infected computer?

There are many tools and resources that can be used to clean an infected computer and no single tool is absolutely perfect. Usually when cleaning an infection, we run at least three to four different (reputable) programs, depending on what type of infection it is.

If it is a very deep infection, we could end up running seven or more different programs to clean out the infection. It is important to know which tools to use and how to use them, however.

Certain programs can cause damage to the computers' registry if you don't know exactly what you're

looking for.

How do you prevent an infection?

Understanding your computer habits are one of the biggest ways to prevent infections. If you find yourself web surfing to questionable sites or to sites you've never been to before, this is one of the biggest ways to catch an infection.

Downloaded programs you don't remember installing are one of the biggest red flags of an infection. Opening up emails and attachments that you don't know where they came from is a good way to become infected. Know the sites you visit are safe and be attentive to what emails and downloads you view.

Having a good anti-virus is very important for a clean computer protected from those threats that you cannot see normally. At Tech Experts, we provide AV for ourselves and clients that prevent most infections. No AV is 100% able to stop all infections. With hackers making new threats every day, there is no method to make sure all possible vulnerabilities are blocked.

However, having good software and good habits will prevent the great majority of infections of hopping onto your computer.

"Downloaded programs you don't remember installing are one of the biggest red flags of an infection. Opening up emails and attachments that you don't know where they came from is a good way to become infected."

Faster Updates On The Horizon For Windows Users

Last month, Microsoft announced that the latest release of Windows will deliver more rapid and smaller OS updates straight to user's mobile devices or PCs.

The group's Unified Update Platform (UUP) encompasses a novel set of technologies that will offer "differential downloads;" that is, OS updates that deliver specifically what the user needs and nothing more. Microsoft is using the analogy of a gaming app to explain how the concept works.

If a user downloads an update to an existing gaming app as opposed to downloading the entire game again, the user simply receives the data required to update the game. In the same way, the differential download package will only contain the data related to the changes that have been made since the last update, thereby significantly reducing the download speed and size.

In addition to making updates faster and more efficient, Microsoft will

also enhance the logic that underpins the OS update checks. Instead of sending data back and forth, it will place the processing burden on the server, making checks much faster.

Mobile users can also expect to see some positive changes. While new mobile devices have traditionally been delivered at the base build and have required "two hops" to reach the latest release, mobile devices will now behave more like PCs, offering single-hop updates.

Need help? Call the Tech Experts 24 hour computer emergency hotline at (734) 240-0200.



Contact Information

**24 Hour Computer
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How To Identify And Handle Scareware Pop-ups



Jared Stemeve is a help desk specialist at Tech Experts.

Let's say you're reading the latest news articles on a webpage you visit regularly. In an instant, a new browser window

flashes onto your screen, blinking with some sort of notice, a warning of virus infections, a legitimate looking logo, and a phone number to call.

Some of these even employ audio statements such as, "Your PC is infected. If you close this window you will lose all information stored on your hard drive."

These tactics combined do a very good job of eliciting emotions of fear and anxiousness from their victims.

However, with the proper knowledge to identify the fraudulent practices of these groups, along with the proper steps to handle such occurrences, you will be able to avoid the hardship many others have encountered.

The first thing you should know is that it is quite simple for anyone to attach the Microsoft, or any name brand anti-virus' insignia onto the page to make it appear convincingly genuine. The 'official' logos you see on these pop-ups are not legitimate, though it is very easy to think that they are.

The second, and probably the most important, thing to know is to never - under any circumstances - call the phone number provided by the pop-up.

The disreputable individuals on the other end of the phone are not meant to help you. Like the pop-ups, they too are proficient at inducing anxiety among their victims, urging those who call to allow permission for remote access to the targeted computer.

Once someone has access to your desktop, they have access to all your locally stored files and can make changes to them as well as plant malware or spyware.

Never allow remote access to your computer unless you, without any doubt, know who it is you're allowing access.

Now, what you should do next? First, attempt to close the window as you would with any other window by clicking the X in the top right corner.

In many cases, a dialogue box will appear at the top of the screen, providing more anxiety-inducing

phrases to make you think your actions are incorrect. Rest assured you are

on your way to ridding yourself of the pop-up.

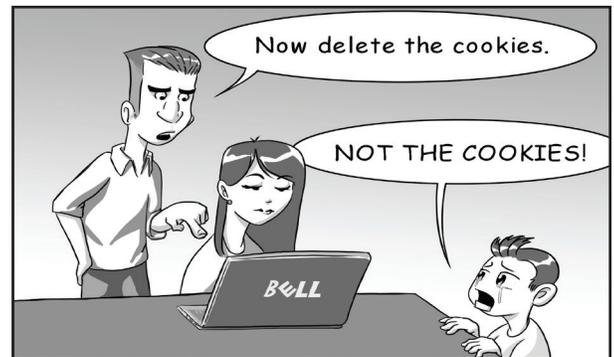
Browsers such as Internet Explorer, Google Chrome, and Mozilla Firefox have an opportunity to prevent these boxes from reappearing after you exit out of them. In the pop-up box, click the check field next to the "prevent additional dialogues" option and click OK.

If the pop-up window has yet to close, retry exiting out of the window. No additional dialogue boxes should appear at this point, allowing you to regain control of your computer.

If the pop-up window does not close after these steps or if the issue persists after a short period, contact your trusted IT team to remove the issue.

Under any circumstance, remember, these pop-ups are not viruses themselves and, if you follow the advice given in this article, they will cause no harm to your computer.

However, it is still best practice to run a full virus scan if this does occur to ensure you are unaffected.



Create new service requests, check ticket status, and review invoices in our client portal: <http://www.TechSupportRequest.com>