

InTech *Intelligencer*

"Insider Tips To Make Your Business Run Faster, Easier And More Profitably"



"As a business owner, you don't have time to waste on technical and issues. That's where we *shine!* Call us and put an end to your IT problems finally and forever!"

- Leia Shilobod,
President & I.T. Princess of Power

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Finally Shed The Old This Year It's Costing You Much More Than You Think

New year, new technology! If your business is still relying on older and aging technology, it's time to think about updating that technology. As it ages, the effort to keep it running comes with many hidden costs. While it may seem financially savvy to keep older hardware and software running, you may be setting yourself up for **major** costs down the road.

It's understandable why many small businesses shy away from investing in new equipment and software. They do the math and see a number that keeps rising. While the upfront costs of new technology – hardware or software – can be high (or higher than you would like), you have to consider what you would be paying for versus the cost of keeping aging technology running.

Let's start by looking at some of the "hidden" costs that come with using older or outdated technology. First, consider **the cost of productivity.**

The older technology gets, the less efficiently it runs. This applies to hardware and software. Hardware has a tendency to lag, even if it's well-maintained. Devices simply wear out with use. This cannot be avoided. But the productivity issues that come with aging hardware only get worse when you bring aging software into the mix. Over time, you will start to lose support from developers, and this comes with all sorts of problems. Here are three examples.

Loss Of Integration Older apps lose stable integration with companion apps. At one point, your CRM software may have worked perfectly with your billing software. As developers focus on newer versions of their apps, they stop updating past versions. The end result is more hiccups or errors. You risk losing data.

Loss Of Compatibility Older apps aren't always compatible with newer apps. What should you do when still using an old software and your vendors or customers use the up-to-date version? It can result in

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a lot of aggravation on everyone's part, and you can end up losing customers. One Microsoft survey showed a vast majority of consumers – 91% – would walk away from a business if that business were using older technology.

Loss Of Time And Money Factoring in slow equipment and a loss of integration and compatibility, aging tech makes it harder for your team to do their jobs. A recent study by Currys PC World found that employees lose an average of 46 minutes **every day** due to aging technology. That adds up to about 24 days per year and an average loss of about \$3,500 per employee – though that number can vary wildly from industry to industry. You can be sure the cost in time and money has a ripple effect throughout the entire business.

While productivity takes a hit, there's another major issue that comes up when your business relies on aging technology: **security**.

As your tech ages, and as developers end support, this means you'll see fewer security patches. Eventually, there will be zero security patches, leaving you vulnerable. Developers may stop supporting older products, but hackers and cybercriminals will keep on trying to break into those products. They know small businesses tend to update their systems at a slower pace, and this gives criminals an advantage.

“One Microsoft survey showed a vast majority of consumers – 91% – would walk away from a business if that business were using older technology.”

If you get caught using outdated software and a hacker is able to break into your network, the costs associated with this kind of a data breach can put a business under. It's devastating. The problem is made worse if you had limited IT security in place (or none at all) and weren't backing up your data. It's like handing your business over to the criminals! The importance of IT security cannot be overstated, and if you are working on older computers with outdated software, risks are greater.

So, What Can You Do? As we said before, many small businesses assume that keeping their technology up-to-date is cost prohibitive. They don't want to deal with the upfront cost that comes with investing in new hardware and software. While it can be costly, depending on your needs, there are ways to mitigate those costs.

One great example is through a Hardware-as-a-Service (HaaS) and Software-as-a-Service (SaaS) company or program. These allow small businesses to stay current without having to drop a tidy sum in order to make it all happen. These services are often offered through managed service providers (MSPs) that are dedicated to helping small businesses with all of their IT needs, including keeping their technology updated and their network secure from outside intruders.

When you factor in the loss of productivity (and the frustration that comes with that) along with the costs that come with data breaches, malware infections or cyber-attacks, it can easily be worth it to kick your old tech to the curb and embrace the new!

Call today to schedule a Network Assessment for your business. 724.235.8750 or email Leia@intechit.net.

Free Report Download: Questions You Should Ask Any IT "Expert" Before Letting Them Touch Your Network

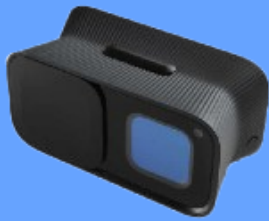


How can you tell if you are going to receive poor or substandard service? How do you know if your computer guy or network consultant is doing everything possible to secure your network from downtime, viruses, data loss or other frustrating and expensive disasters? Could your current provider actually be jeopardizing your network?

This valuable Free Report helps you avoid common pitfalls of choosing an IT Provider. Download yours today!

Claim Your FREE Copy Today at www.intechit.net/whattoask

Shiny New Gadget Of The Month:



NexOptic DoubleTake Binoculars

You might not realize, but binocular technology has come a long way in the past 10 years. It's all thanks to advances in other areas of technology, including high-resolution cameras and high-resolution displays. Bring these technologies together along with some serious image processing, and you are left with NexOptic's DoubleTake Binoculars!

This pair of binocs is slightly smaller than a good pair of traditional lenses, but it comes with so much more, including a 12-megapixel sensor capable of shooting 4K video. It's GPS and WiFi enabled and has a Micro SD card port so you can easily save your photos and video. It's like a supercharged camera, but it has something your average phone camera does not: 10X digital zoom. It's great for travel or hobbies like birdwatching. Learn more at NexOptic.com/doubletake

6 Time Management Tips For The Busy Entrepreneur

Face it, there will never be enough hours in the day to accomplish everything you need to do. But, if you methodically review how you spend your days and instill focus and discipline while completing daily priorities, you will soon find more time to work on the long-term success of your business. Here are six ways to do it.

1. Conduct A Time Audit.

Sit down and review three months of activity. The data from the analysis will show where you spent your time (which projects, tasks and priorities demanded your attention) and with whom you collaborated to get the work done. The audit will also shed light on areas where you were distracted, where you were the most productive and which tasks/projects took more (or less) time than anticipated.

2. Eliminate Time Drains.

These are the kinds of things that sneak up on you and steal time that can be put to better use growing your business. Look for these time drains: not delegating tasks, not managing meetings efficiently (tip: always have an agenda!) and spending too much time writing/responding to e-mails. If you've done your job as a leader, members of your team can handle a majority of meetings and e-mails. You hired great people. Now let them do their jobs.

3. Take Control Of Your Calendar.

Remember, you drive your schedule; don't let others drive it. Block time throughout your day and guard against changing your schedule to work on tasks that are not important or urgent. The way you allocate your time has a direct correlation to your effectiveness as a leader and, ultimately, the performance of your business. Prudent calendar management will also send a strong signal to your team that you should take this seriously.



Andy Bailey is the founder, CEO and lead business coach at Petra, an organization dedicated to helping business owners across the world achieve levels of success they never thought possible. With personal experience founding an Inc. 500 multimillion-dollar company that he then sold and exited, Bailey founded Petra to pass on the principles and practices he learned along the way. As his clients can attest, he can cut through organizational b.s. faster than a hot knife through butter.



4. Plan Your Day.

When you know your priorities for the day, you will be better prepared to reset your work schedule if the unexpected comes your way. Once your schedule is set, block off chunks of time to work on your priorities. I recommend 90-minute blocks so you can concentrate on big-picture items or work on a group of related tasks. Stay disciplined and don't allow yourself to go over that allotted time.

5. Limit Interruptions.

Now comes the hard part. Once you start working on each priority, you need to remain focused. Close the door and don't answer the phone unless it's a critical issue. Avoid checking your e-mail. Don't let distractions slow you down.

6. Hold Yourself Accountable.

Share your tasks, priorities and deadlines with a colleague. Meet with that person at least monthly to review how well you managed your time. The probability of success increases when you have someone watching your progress and coaching you until you cross the finish line.

Need NIST 800-171/DFARS Compliance?

For businesses in the DoD Supply Chain who need to comply with DFARS/ NIST 800-171 Security Protocols, InTech provides Risk Assessments, Security Audits, Compliance Audits, Plans of Action, and Remediation to bring YOU into compliance and assure you keep your contracts. Start the process today with a free, no obligation survey to get an idea of what you need to do to come into compliance. Go to www.intechit.net/NISTassessment and take just 5 minutes to jump start compliance.

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

You can be the Grand Prize Winner of this month's Trivia Challenge Quiz! Just be the first person to correctly answer this month's trivia question and receive a \$25 Visa gift card Ready?

The first ball to be dropped in New York's Times Square happened in what year?

- A. 1908
- B. 1925
- C. 1938
- D. 1962

*Email us right now with your answer!
info@intechit.net*



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- RETURN SERVICE REQUESTED -



“Extreme Productivity ”

The last year has produced massive failures in businesses, but also amazing successes. For some of us, the world ‘slowed down,’ while for others it got madly crazy juggling daily changes to children’s school schedules and an increase in work.

Whatever these last months brought you, its clear that we might all need some recentering on **stepping up our productivity.**

Dan Sullivan of Strategic Coach said, “Everyone is operating at 100% of their current mindset.” Maybe its time for a mindset -reset.

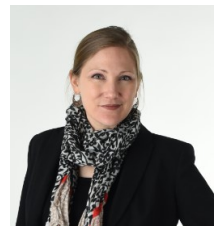
The **biggest killers to our productivity** are: lack of clarity on priorities/vague goals, so everything is treated with the same level of importance, no REAL commitment to a stated goal, lack of energy to complete the tasks because you aren’t tying them to your desired OUTCOMES, rabbit-holing, and lack or urgency.

I get it, each day you walk into work with some semblance of a plan and then someone throws a flaming turd on your desk. So, you need discipline and focus.

Here’s what works for me: 1) Determine the MOST IMPORTANT tasks that I MUST accomplish today to drive me towards my OUTCOMES and keep the commitment to myself to complete them. 2) Focus on High Leverage activities, and delegate regular ‘tasks.’ 3) Have and keep MEETING RHYTHMS: meet with yourself to plan your day, week, month year, and then pulse/align with your team daily, weekly, and quarterly to keep things moving fast.

Let’s kick it in 2021!

To Your Success,



Leia Shilobod, CEO and
IT Princess of Power