CCSI Essential Stream

CREATIVE COMPUTER SOLUTIONS
INCORPORATED
"Creating Clients For Life!"
15th Year Anniversary

Letter from the President

Mid way into the holidays, I reflect on all that I have to personally be thankful for. The great customers that CCSI serves, my great staff and my family and friends who support me in everything I do. So in this holiday season, I just want to say thank you to all of you who make it all happen. Have a great Holiday with your family and friends.

Scott Huotari, President

3 Signs You Need Managed Services
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If you've researched methods of taking care of your IT needs, you've probably come across "managed services" or "managed IT services". What is it—and do you need it?

"Managed services" can be generally defined as "outsourcing day-to-day management responsibilities [...] for improving operations and cutting expenses."[1] When it comes to technology, managed services is, more specifically, the outsourcing of continual monitoring and day-to-day administrative duties of your IT infrastructure.

How do you know if you could benefit from managed services? The best way to determine if you'll cut costs is to know what you are currently paying for your IT's upkeep—and then comparing that to an estimate from a reputable managed services provider.

Here are some signs that managed services might be for you.

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Business Continuity Tip

Holiday Fire Safety

Decorating homes and businesses is a long-standing tradition around the holiday season. Unfortunately, these same decorations may increase your changes of fire. Keep these decorating tips in mind for a safe holiday!

- Only use non-flammable or flame-retardant decorations
- Check holiday lights each year for frayed wires or excessive wear
- Do not link more than 3 strands of holiday lights
- Never leave a burning candle unattended, and consider using battery-powered flameless candles
- Keep natural trees away from any heat source or exit, and water it daily

Laugh a Little

"So do I like get a tracking number or anything?"

Why Patching Your Software Matters!

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by Marian Merritt

If you were to think of software like you would a houseplant, maybe it would be more natural to keep it patched and up-to-date. To take care of your plant, you're supposed to water it, turn it in the sun for it to grow evenly and occasionally mist the plant's leaves or add fertilizer. And when I say "software," I don't just mean security software, which most users understand will only keep you safe when it has the latest protection files. No, all software is, by its very nature, imperfect. Software is almost like a living thing.
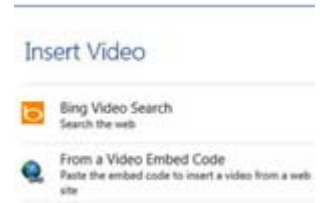
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Inserting Online Videos in Word 2013

I'm no Word Queen. I get by just fine typing text, inserting the odd table here and there, and mashing the keyboard when my floated images won't stay in place. But occasionally I need a more advanced tool (like Convert Text to Table – a *lifesaver!*). I'm excited to dig into Word 2013 and see what's been improved and what's been added.

The first new feature that caught my eye was inserting online videos. Now, in the past, if you were up for the challenge, you could try doing this in PowerPoint. This new process for embedding videos is much less finicky.

So let's try adding a YouTube video to a Word document!

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