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Business Continuity Tip

The Importance of Water

Clean water. It's an essential element to survival. Yet - it's something we often and so easily take for granted.

The recent chemical spill in West Virginia, which prompted a State of Emergency and a 5 day water-use ban for nearly 300,000 residents, illustrated the severity of water contamination and the importance of including water in your emergency kit.

Make sure you're adequately prepared by reviewing [these water supply tips from ready.gov](#).

Letter from the President

Many companies think that being protected from Viruses and Malware just includes installing software on a computer and keeping it updated. Of course, that is important, but there are many other ways you can protect your organization from threats and lost productivity.

The best way to keep viruses off of your computers is to prevent them from entering your network in the first place. Having an industry standard firewall like a Sonicwall® Firewall that is kept up to date with the latest firmware and filtering software is key. Monitoring the logs of the firewall to detect threats and blocking them actively is also important.

Cheap Netgear® or Linksys® routers purchased from retail outlets such as Radio Shack, Best Buy or online stores do not adequately protect you. Those devices rely on your internal devices to block many threats. But by then it is too late. The Malware and Virus has already found your computer.

Talk with your primary account rep for more details about CCSI | Secure Managed firewall Solution for more information on how we can help you keep the bad guys out.

Scott Huotari, President

Lock Down: Our Top 6 Security Takeaways

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If you're reading this right now, you're on the internet. You appreciate the ability to work, surf and shop on the world wide web without having your information exploited, and you think you know the basics: use secure sites, don't store your credit card information, and don't open sketchy emails. In 2014, that may not be enough.



The sophistication of the technology and tactics used by online criminals—and their nonstop attempts to breach networks and steal data—have outpaced the ability of IT and security professionals to address these threats. With the rush of new technology, new threats were detected every day in 2013- up 14% from 2012. Here are some of our guidelines for staying safe in 2014.

[Read more](#)

Err in the direction of kindness.

- George Saunders

Laugh a Little

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"I liked it better before big data and metadata when we just had good old regular data."

Choosing between Windows 7 or 8.1

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It may be the dead of winter, but harbingers of spring abound, including increasing daylight hours and the start of baseball's spring training. Like the crack of the bat and the season's first daffodils, April 8th—the day on which Microsoft® officially stops supporting its third-generation technology Windows XP operating system—will also be here before you know it.



As we've previously discussed, businesses that put off upgrading to Windows 7 or Windows 8.1 will not only miss out on powerful new features, they'll also waste time and money on custom Microsoft or third party services to support an obsolete system prone to cyber attack. The question then isn't whether to replace XP, but rather what to replace it with.

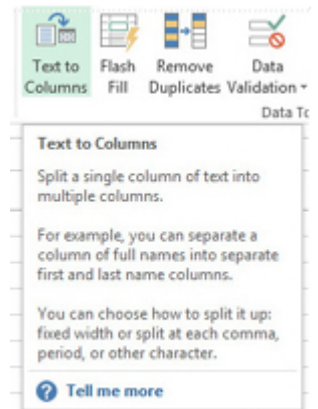
[Read more](#)

Splitting columns in Excel 2013

Do you have a list in Excel, perhaps of contact data? Do you have multiple pieces of information in a single column, but need it in two or more? This is most common with names: your report lists names in a single column, but you need the first name and last name separate.

There's an easy feature in Excel to handle this! You start with a column like this:

[Read more](#)



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