

**January 2013**

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**4 ways to reward and motivate employees**

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Every small business wants motivated employees. They are more efficient and produce better results. Using monetary and other rewards to improve motivation is a simple idea, but doing it fairly and effectively can be challenging.

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**Business Continuity Tip  
The Ripple Effect**

As shown by the 2011 Japan Tsunami, it can take months for the effects of natural disasters to reverberate down the supply chain. This year has proven to be no different. As [retailers struggle to get their supply chains back up and running](#), Hurricane Sandy serves as yet another reminder of how important it is for every organization, regardless of size, to make supply chain management a priority.

So, you may be wondering, what can I do?

[Read more](#)

*Develop success from failures.  
Discouragement and failure are two*

**Letter from the President**

Welcome to another year as we celebrate our 15 year anniversary!

I'm extremely proud our company has grown organically for the past 15 years. While we've tried using radio, direct mail, and other forms of marketing, I've found that nothing is as-effective-as word of mouth from a happy family of clients.

Everything is changing so fast and as new technologies emerge, one of our company's greatest challenges is to provide the best advice to our clients. It's up to our staff, to guide clients along a path that leads to more productivity with no down time.

What's ahead? We've really been concentrating on helping our client's stretch their IT dollars as-far-as they can for the past several years, but some clients are now past due for server replacements. Some have been holding off to see what cloud computing, storage and other services delivered over a network can offer them. In reality, moving to the cloud is not much of a money-saver, as providers are asking a premium price for their services. Companies do need, however, to look at how cloud services can help them become more productive and more profitable. The ability to work from home or access files when in other places, even on a plane is a large boost to employee productivity.

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**Dual monitor setup: Two monitors are better than one**

*used with permission from Microsoft at Home*

You can never have enough screen space. Instead of buying a larger computer monitor, you can buy an inexpensive second monitor or make use of a spare one and connect it to your computer (if you're using Windows 7 or Windows Vista)—instantly doubling your desktop space.



**Dual monitor setup checklist**

There's a good chance you already have everything you need to set up your second monitor.

If you need more detail about the necessary equipment, you'll find it in the **Know your equipment** section.

[Read more](#)

**Catch Spyware Before It Snags You**

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Have you ever clicked on an intriguing ad or link while surfing the Web and had a barrage of pop-up windows flood your screen or your browser suddenly send you to a slew of unsavory sites? Or have you ever installed a free download and noticed that your computer is suddenly sluggish because, unbeknownst to you, a program is now tracking your online movements?



Welcome to the mystifying world of spyware and adware. These programs are more than annoying. They can also pose security risks to everyday Internet users like you.

[Read more](#)

of the surest stepping stones to success.

- Dale Carnegie

## Laugh a Little



"The good news is we caught it early, so we can start billing you right away."

## Risky business

reprinted with permission from the HP Technology at Work

The vast variety of responsibilities, details and processes involved with running a business means that IT concerns sometimes fall by the wayside. But even if your technology seems to be running smoothly, it's extremely important that you continuously work to keep it secure. After all, one serious attack or incident could put your vital data in the hands of criminals—and might mean the end for your business.



Here are some suggestions on how to give your business a "security makeover" to ensure that your important information stays safe.

[Read more](#)



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