

NOVEMBER 2020

# TECHNOLOGY INSIDER



Your monthly newsletter,  
written  
for humans not geeks

## When did you last check your backup?

If you're taking data seriously in your business, you'll have a robust constant backup process, that stores multiple copies of all your data safely and securely in the cloud.

This can be a life saver in many situations:

- If your data is corrupted
- If someone accidentally deletes something
- Or even if you lose a device

But when did you last check that your backup was actually working? That it's correctly backing up your data exactly as it should be?

You'd be surprised how often backups

fall over... and no-one is alerted. Or they are alerted, but don't take action to fix the problem fast enough.

This is why we verify our clients' backups on a daily basis.

If you haven't checked your backups for a week or more, then you could be setting yourself up for a big problem.

Because the worst time to find out that your backup hasn't been working is when you actually need it. And sadly, we've heard of this happening more than a few times.

Very easily, a business can lose a week or month's worth of work... it's a genuinely traumatic event.

So check your backup today to keep yourself covered.

Or if you'd like that taken care of for you, we'd love to help. Give us a call to see how we can give you one less thing to worry about.

## TECH ALERT



### Fancy a flip phone again?

Do you remember flip phones back in the 00s? Well – they're back, but this time you can flip your smartphone.

It's hard to believe until you see it – but the Samsung Galaxy Z Flip has a foldable screen. Yes, the glass actually folds. It runs Android and will set you back about £1,000.



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# Are you forgetting something?

## Don't worry, you haven't missed our birthday 🤗

We're talking about your office printer. When was the last time you thought about it (and we don't mean those angry thoughts when it starts scrunching up paper)?

Let's chat on Zoom

We mean thinking about it from a data security point of view. That big hunk of plastic and metal needs attention. Because it's on your network. And it probably has an internal memory of all the documents that have been sent to print.

That means it's a threat when it comes to data theft.

Make sure your printer is password protected. That it's secured and accessible only by relevant people. And that old printers have their memories wiped and are correctly disposed of.

### Need Help?

Give us a call on 0800 01 999 34 and we will make sure your network is secure!

## Three questions for you:

1. Do you currently have an IT support company?
2. How happy are you with them?
3. If the answer isn't "utterly delighted", let's jump on a Zoom

**Covid has taught businesses round here just how important proactive, responsive IT support is.**

**We're now taking on new clients again.**

*If you'd like to set up a 15 minute exploratory Zoom, go to*

**[www.pcparamedics.it](http://www.pcparamedics.it)**



### QUESTION

**What software should I use for video calls?**

### ANSWER

Zoom is popular and Microsoft Teams. It's really down to personal preference. Start by looking at how often you'll be making video calls, and with how many people. Then you should try 2 or 3 different apps to see which one you prefer.

### QUESTION

**Do I need an external Mic and Web Cam?**

### ANSWER

These can certainly add a professional polish to your video calls. But most modern laptops have perfectly good built-in Microphones and Web Cams, designed for exactly this kind of communication.

### QUESTION

**How do I switch off when working from home?**

### ANSWER

We've found it useful to have a dedicated work area, and only work from there. If you don't have a home office, even a specific chair at a table if its only for work can help you mentally switch between work and resting.

**This is how you can get in touch with us:**

**Phone: 0800 01 999 34 | Email: [support@pcparamedics.it](mailto:support@pcparamedics.it)  
Website: [www.pcparamedics.it](http://www.pcparamedics.it)**

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