



5 steps to efficient office IT

There are so many different tools claiming to be the best, brightest or fastest, so you need to know what really matters when buying technology.

1 - Where is technology crucial for your business?

You know, as do most businesses, that you need to invest in technology, but it's hard to articulate exactly why and where. Ask yourself questions such as 'which parts of my business need to work better?' in order to narrow down your thinking. Beyond email, most people use applications differently, so figuring out your areas of need can prevent you from wasting your funds...

3 - How important is access to and storage of your information?

Knowing how often you need to access or backup your documents will determine what type of storage you need. If you have paper documents, would you put it in a safe or a shoebox? Would you keep it in your office or in the garage? You can apply this same type of logic to determine what type of digital storage you need. Maybe you can store important documents on-site and store other not-so-important documents in the cloud.

5 - How can you avoid being 'that company' in the news for security breaches?

Email is one of the easiest ways for a hacker to get into a system, so make securing it a high priority and don't take it for granted.

Equally, make sure to instil security into the consciousness of every employee via single sign-on identity management, for instance. Employees don't need multiple passwords to remember, so keeping the system secure is much easier. Security is a big deal, so check out the credentials of anything before you buy it.

Are you ready to move your business to the cloud?

For recommendations on how you can best determine which cloud products you need. And if you have any questions, we're can provide answers. Give us a call at 321.732.7238