The Tech chronicle

What's New

Last month we learned that a spyware company had developed a way to control nearly any Apple computer, watch, or iPhone. The attack, which researchers call "Forced Entry", exploited vulnerabilities. Apple quickly released security updates to address the vulnerabilities - if your Apple devices haven't updated yet be sure to force the update as soon as you can!

This is another real time example of why it's critically important to keep all of your devices current on their updates—weaknesses are found, exploited and resolved all the time and each update could contain a fix you need to stay protected.

Are you too busy to keep up with regular security updates and patching requirements? Canon Capital Technologies can help by ensuring all your software programs are updated and applying your software vendors' security patches as soon as they are available.

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This monthly publication provided courtesy of Craig Covington co-owner Canon Capital Technologies

Our Mission

To enhance our customers quality of life and the health of their business.

Want To Make Sure Your Business Is Protected From A Data Disaster?

Did you know that 93% of all businesses that don't have a disaster recovery plan in place go out of business within a year of a disaster occurring? And yet, 68% of businesses don't have a disaster recovery plan in place at all.

Losing access to your business's data in this day and age could very well mean losing everything. That means that as data becomes an increasingly important commodity to businesses of all types and sizes, so does having a plan for if or when your business experiences a data disaster.

The thought of protecting your business against a data disaster might be daunting, but don't worry. By following the steps listed below in this article, you can make sure that your business is ready to take on the challenge.

However, before we actually get into those steps, there is one distinction you should understand: the difference between a business continuity plan and a disaster recovery plan. A business continuity plan is primarily proactive, in that it is a strategy by which a business can continue to operate no matter what kind of disaster or setback befalls it. A disaster recovery plan is primarily reactive and has to do with how a business acts immediately following a disaster of some sort – in this case, a data disaster.

Now that we're clear on what a disaster recovery plan is, here are the steps your business can take to create one that works for you and your employees.

Step 1: Rally The Troops And Assess Your Equipment
In the fight against data disasters, everyone has to be on board. Otherwise, there will always be holes in your defense plan. That's

why executive buy-in – getting everyone in the company, from the CEO to the entry-level employees – is crucial. You need everyone to collaborate cross-functionally in order to fully protect your business.

Step 2: From there, you need to thoroughly analyze each of your business's systems, applications and data sets, as well as how they're physically accessed, in order to locate any potential vulnerabilities. Then you should determine which systems are absolutely critical to the operation of your business and for getting products and services to your customers. These are the functions that will need to stay up and running, even after a data disaster.

Step 3: Create Your Disaster Recovery Strategy
Once you have everyone on board and an understanding of your equipment and assets (as well as their vulnerabilities), it's time to actually formulate your disaster recovery plan. To do this, you should take a look at your budget, resources, tools and partners in this endeavor. When you understand how long it takes your business to get back online and the cost for doing so, you'll have a good idea of how to move forward.

Step 4: Test Your Strategy
No great plan is complete without first testing it to see if it will work. Put your disaster recovery plan through a trial run to see how quickly your team responds to solve the problem and see if there are any improvements that need to be made to the process. Then, by the time an actual data disaster occurs, your business will know how to shut it down and keep

running with no problem at all.

While the steps themselves aren't difficult to understand, preparing your business to combat data disasters takes a lot of work. In the end, though, the

"68% of businesses don't have a disaster recovery plan in place."

work is worth it if it means protecting your data. As a recap, here are the four main action steps that you need to take in formulating a disaster recovery plan:

1. Get executive buy-in for creating a disaster recovery plan.

2. Analyze and evaluate your business's systems, applications and data to understand how they could be impacted.

3. Find out which systems you need to keep running and prioritize them during the fallout of the data disaster.

4. Test your plan before you actually need to put it in action.

Follow these steps, and your business's data will be safe from any threat that comes your way.

"I Didn't Know"

Unfortunately, That Won't Replenish Bank Accounts, Resolve Data Breaches Or Erase Fines And Lawsuits.

It's coming ...

- That day a hacker steals critical data, rendering your office useless ...
- That day when your bank account or credit card is compromised …
- Or that day when your customers' private lives are uprooted …

Cybercriminals and hackers are constantly inventing NEW ways to infiltrate your company, steal your assets and disrupt your life. The ONLY way to STOP THEM is by CONSTANTLY EDUCATING yourself on how to PROTECT what's yours!

We now have the perfect way to help reduce your risk and keep you safe! Simply sign up to receive our FREE "Cyber Security Tip of the week Email." We'll send these byte-sized quick-read tips to your e-mail in-box each week. Every tip is packed with a unique and up-to-date real-world solution that keeps you one step ahead of the bad guys. And because so few people know about these security secrets, every week you'll learn something new!

Sign-up for our FREE "Cyber Security Tip of the Week" at www.ccmgtech.com/securitytip

Keeping Up Workplace Relationships - Even While Working From Home

When you're working from home, the valuable bonds that you naturally form with your coworkers in the office will be hard to form and maintain – but not impossible. Here are a few ways that you can build relationships with your coworkers from home.

Communicate (And Listen) Often And Well. That means going beyond just the daily Slack check-ins on progress. Let your coworkers know about areas in which they could improve, and don't forget to really and truly hear (or read) what they have to say. Active listening is just as important as effectively communicating yourself.

Create Channels For Building Strong Teams. Strong teams mean increased productivity and satisfaction from employees. To build strong teams, build channels for those teams to use to communicate throughout the day.

Find Opportunities For Coworkers To Socialize Online. To get coworkers relating to one another, make online coffee hours (or happy hours!), contests, competitions, and classes. Coworkers who have fun together work well together!

Don't Give Up On You No Matter What Anyone Says

At the office, in our shipping area for our books, there's a little shelf on the wall, displaying a copy of each of the six books I've written. However, technically, there is one book missing from the display: my book *Profit First*.

Now, there is a copy of *Profit First* on the shelf. However, it's not the first copy that I published – it's self-published, actually. *Profit First* was the third book that I wrote, the first two being *The Toilet Paper Entrepreneur* and *The Pumpkin Plan*, both through Penguin Random House Publishing. When I pitched *Profit First* to them, however, their exact words to me were as follows: "No one needs another accounting book."

And they declined to publish it – at least at first. Not too long after facing that rejection, I spoke with someone who was mentoring me regarding my frustrations at not getting *Profit First* into the hands of business owners everywhere just because my publisher didn't have faith in it. After I finished explaining all of that, my mentor left me with the words that I would actually follow: "Make them regret it." I had to make them see that in refusing to publish *Profit First*, they were making a huge mistake. I had faith in my book. I knew it could help so many business owners out there. All I had to do was prove it.

So, that's why I initially had to self-publish *Profit First*. And guess what? It sold so many copies that Penguin Random House eventually came back to me and said that they wanted to buy the book and republish it in a revised and expanded edition. *Profit First* is by far my most popular book, and it's helped more than 600,000 business owners

apply the profit first method and mentality to their business.

It's my hope that sharing this story leads to a wake-up call for you. Don't let the few naysayers who are scrunching their noses at your big ideas dictate the direction you take in your business and in your life. If they don't share your vision (at least at first), that doesn't mean you have the wrong vision – it just means you have to double down and
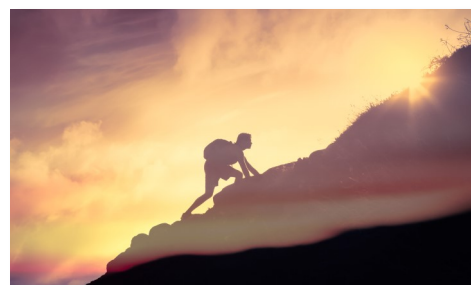
press forward. You have to believe in your idea even more than you already did.

If I hadn't stuck to my guns and published *Profit First*, regardless of what my publisher said, there would be thousands of business owners out there who would not be nearly as successful as they are now. They've grown, curated their clients and automated their business in ways that wouldn't have been possible otherwise.

What's your next big idea? Does the thought of how it could help people fire you up? Are there people in your life, even people who care about you, who tell you that your idea won't work? Don't give in. Don't give up on your dreams. Keep pushing forward, and I promise you that eventually, you'll see the success that you already know is possible.

Mike Michalowicz is a very successful author, entrepreneur and lecturer. He has written several successful books, including his latest, Get Different. He is currently the host of the Business Rescue segment on MSNBC's Your Business, and he previously worked as a small-business columnist for The Wall Street Journal.