Concentric IT Solutions
CONCENTRIC SOLVES IT

TECH TALK

"Insider Tips to Make Your Business Run Faster, Easier and More Profitable"

INSIDE THIS ISSUE:

We love helping people and we're great with technology.

Give me a call today to find out whether my team and I can help you better secure your data and get more out of your business technology!

– Evan Burt
Founder CEO

WHY SECURING YOUR SOFTWARE SUPPLY CHAIN IS CRITICAL

In today's world, everything's connected. That includes the software your business relies on, whether you've installed that software locally or use it in the cloud.

Protecting the entire process that creates and delivers your software is very important. From the tools developers use to the way updates reach your computer, every step matters. A breach or vulnerability in any part of this chain can have severe consequences.

A recent example is the global IT outage that happened last July. This outage brought down airlines, banks, and many other businesses. The culprit for the outage was an update gone wrong. This update came from a software supplier called CrowdStrike. It turns out that the company was a link in a LOT of software supply chains.

What can you do to avoid a similar supply chain-related issue? Let's talk about why securing your software supply chain is absolutely essential.

Increasing Complexity and Interdependence

- **Many Components**. These include open-source libraries, third-party APIs, and cloud services. Each component introduces potential vulnerabilities.
- **Interconnected Systems**. A vulnerability in one part of the supply chain can affect many systems. The interdependence means that a single weak link can cause widespread issues.
- **Continuous Integration and Deployment**. Securing the CI/CD pipeline is crucial to prevent the introduction of malicious code.

Rise of Cyber Threats

- **Targeted Attacks**. Attackers infiltrate trusted software to gain access to wider networks.
- **Sophisticated Techniques**. These include advanced malware, zero-day exploits, and social engineering. A robust security posture is necessary to defend against these threats.
- **Financial and Reputational Damage**. Companies may face regulatory fines, legal costs, and loss of customer trust. Recovering from a breach can be a lengthy and expensive process.

Regulatory Requirements

- **Compliance Standards**. These include regulations like GDPR, HIPAA, and the Cybersecurity Maturity Model Certification (CMMC).
- **Vendor Risk Management**. Companies must ensure that their suppliers adhere to security best practices. A secure supply chain involves verifying that all partners meet compliance standards.
- **Data Protection**. Securing the supply chain helps protect sensitive data from unauthorized access. This is especially important for industries like finance and healthcare.
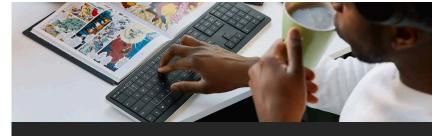
Ensuring Business Continuity

- **Preventing Disruptions**. A secure supply chain helps prevent disruptions in business operations as cyber-attacks can lead to downtime.
- **Maintaining Trust**. By securing the supply chain, companies can maintain the trust of their stakeholders.

Steps to Secure Your Software Supply Chain

- **Strong Authentication.** Use strong authentication methods for all components of the supply chain. Ensure that only authorized personnel can access critical systems and data.
- **Phased Update Rollouts.** Keep all software components up to date, but don't do all systems at once. If those systems aren't negatively affected, then roll out the update more widely.

- **Security Audits**. Assess the security measures of all vendors and partners. Identify and address any weaknesses or gaps in security practices.
- **Secure Development Practices**. Ensure that security is integrated into the development lifecycle from the start.
- **Threat Monitoring**. Use tools like intrusion detection systems (IDS) as well as security information and event management (SIEM) systems.
- **Education**. Awareness and training help ensure that everyone understands their role in maintaining security.

A breach or outage can have severe consequences. **Securing your software supply chain is no longer optional**; investing in this is **crucial for the resilience of any business**.

CLVX 1 KEYBOARD BY CLEVETURA

The CLVX 1 is a Gesture Keyboard with a Touchpad inside, currently offered via Indiegogo.

The Type and Touch Modes switch automatically, indicated at the spacebar.

It offers a full-sized ANSI layout with a numeric keypad, navigation cluster, and a fully customizable Fn row.

When typing, the touchpad is blocked. When making gestures, it works as a touchpad.

ESSENTIAL SETTINGS TO MAXIMIZE YOUR MICROSOFT 365 EXPERIENCE

Microsoft 365 is a powerful suite of tools. But to get the most out of it, it's important to optimize the settings. Otherwise, you may only be using a fraction of the power you have.

Here are some tips to get more from your M365 business subscription.

1. Optimize Email with Outlook Features

Set Up Focused Inbox. This helps you manage your email more efficiently. It separates important emails from the rest.

Organize with Rules. Create rules to move emails to specific folders or mark them as read to reduce clutter.

2. Enhance Collaboration with Teams

Set Up Channels. Channels in Teams organize discussions by topic or project. Create channels for different teams or events.

Manage Notifications. Notifications keep you informed but can be overwhelming. Customize them by going to Settings > Notifications.

Use Tabs for Quick Access. Tabs in Teams give fast access to important files and apps. Add tabs for frequently used documents, websites, or apps.

3. Secure Your Data

Set Up Data Loss Prevention (DLP) Policies. DLP policies help prevent data breaches. Create policies to identify and protect sensitive information.

Manage Mobile Device Security. Ensure mobile devices accessing Microsoft 365 are secure with Microsoft Business Premium and use Intune.

4. Customize SharePoint

Organize with Document Libraries. Document libraries in SharePoint help organize and manage files. Create libraries for different departments or projects.

Use Site Templates. Use templates for common site types, like team sites or project sites.

5. Maximize Productivity with OneDrive

Sync Files for Offline Access. OneDrive allows you to sync files for offline access. This ensures you can access important files without needing an internet connection.

Use Version History. Version history in OneDrive allows you to restore previous versions of files. This is vital for business continuity and ransomware recovery.

6. Leverage Advanced Features

Use Power Automate for Workflow Automation. Power Automate helps automate repetitive tasks. Go to the Power Automate website and create flows for common workflows.

Analyze Data with Power BI. Connect Power BI to your Microsoft 365 data sources to create interactive reports and dashboards.

Add Copilot for Microsoft 365. Copilot is Microsoft's generative AI engine. It can dramatically reduce the time it takes for all types of tasks.

Using these essential settings can maximize your **Microsoft 365 experience**. This can lead to **improved security, efficiency**, and **collaboration**.

ENHANCING EMPLOYEE PERFORMANCE WITH A MOBILE-OPTIMIZED WORKSPACE

Today's workspaces transcend physical boundaries. Employees work and collaborate seamlessly from anywhere, whether they're sipping coffee at a local café or lounging on their living room couch. That's the magic of a mobile-optimized workspace. It's a game-changer for productivity and performance.

Core Components of a Mobile-Optimized Workspace

- **Cloud-Based Everything**. This ensures seamless access to files, applications, and collaboration tools from any device.
- **Mobile-First Applications**. Ensure they are intuitive, responsive, and offer the same functionality as desktop versions.
- **Robust Collaboration Tools**. Features like real-time editing, file sharing, and video conferencing are essential.
- **Secure Mobile Device Management**. Protect sensitive company data on mobile devices.
- **Employee Training**. Equip employees with skills to effectively use mobile devices for work.

Benefits of a Mobile-Optimized Workspace

- Increased Productivity
- Enhanced Collaboration
- Improved Decision Making
- Attracting Top Talent
- Cost Savings

Challenges and Considerations

While the benefits are clear, creating a mobile-optimized workspace isn't without challenges.

- **Security Risks**: Increased device usage means a larger attack surface. Put in place robust security measures to protect sensitive data.
- **Employee Distractions**: Encourage employees to use focus modes or apps to reduce interruptions.
- **Data Usage**: Be mindful of data consumption. Consider providing mobile hotspots or Wi-Fi allowances.
- **Device Management**: Consider using mobile device management (MDM) solutions to streamline the process.

6 TIPS TO TROUBLESHOOT COMMON BUSINESS NETWORK ISSUES

Get started on keeping your network up and running smoothly:

1. **Identify the Problem**. Narrow down potential causes.
2. **Inspect Physical Connections**. Quickly rule out or identify simple problems.
3. **Test Network Connectivity**. Simple testing can provide valuable insights.
4. **Analyze Network Configuration**. Errors here can often cause connectivity problems.
5. **Monitor Network Performance**. This helps identify ongoing issues and potential bottlenecks.
6. **Ensure Security and Updates**. Regular updates and checks can prevent many common issues.

COMMON MOBILE MALWARE TRAPS

Mobile malware is often overlooked. People focus on securing their laptops or desktops without paying close attention to smartphone and tablet security. Mobile malware can arrive in various forms, from sneaky apps to deceptive links. Ignorance is not bliss here. Understanding the common traps is your first line of defense.

- **Phishing Attacks**. Clicking links or downloading attachments can lead to malware infection.
- **Malicious Apps**. Always research apps before downloading.
- **SMS Scams**. Be wary of unexpected messages, especially those asking for sensitive info.
- **Public Wi-Fi networks**. Avoid accessing sensitive information on public Wi-Fi.
- **Fake Apps**. Always verify app authenticity
- **Adware**. Less harmful but can be annoying and can expose you to other threats.

8 STRATEGIES FOR TACKLING "TECHNICAL DEBT" AT YOUR COMPANY

Think of technical debt as the interest you pay on a loan you never intended to take. As your system grows, those hasty decisions can cost you in the long run. Here's how to address it:

- **Identify and Prioritize**. Focus on the most critical issues that will drive the most value first.
- **Integrate Debt Management into Your Workflow**. Maintain a balance between new development and debt reduction.
- **Educate and Train Your Team.** Foster a culture of quality thinking**.**
- **Improve Documentation**. It provides a reference for current and future team members.
- **Regularly Update and Refactor Systems**. This involves making small, manageable changes for quality.
- **Optimize Security Practices**. Helps maintain system reliability and performance.
- **Manage Dependencies**. Tracking ensures compatibility and security.
- **Foster a Culture of Continuous Improvement**. Encourage learning, celebrating successes, and regular reflection to drive ongoing enhancement.

TECHNOLOGY TRIVIA

Each month you have a chance to win a $50 Amazon Gift Voucher by being the first person to email us with the answer to our Technology Trivia Question of the Month!

The Question This Month is:

This common male name is also the name of the first-ever smartphone. What is it?

The first person to email me at evan@concentricsolvesit.com with the correct answer gets a $50 Amazon Gift Card!

Last month's answer was *November 30.*