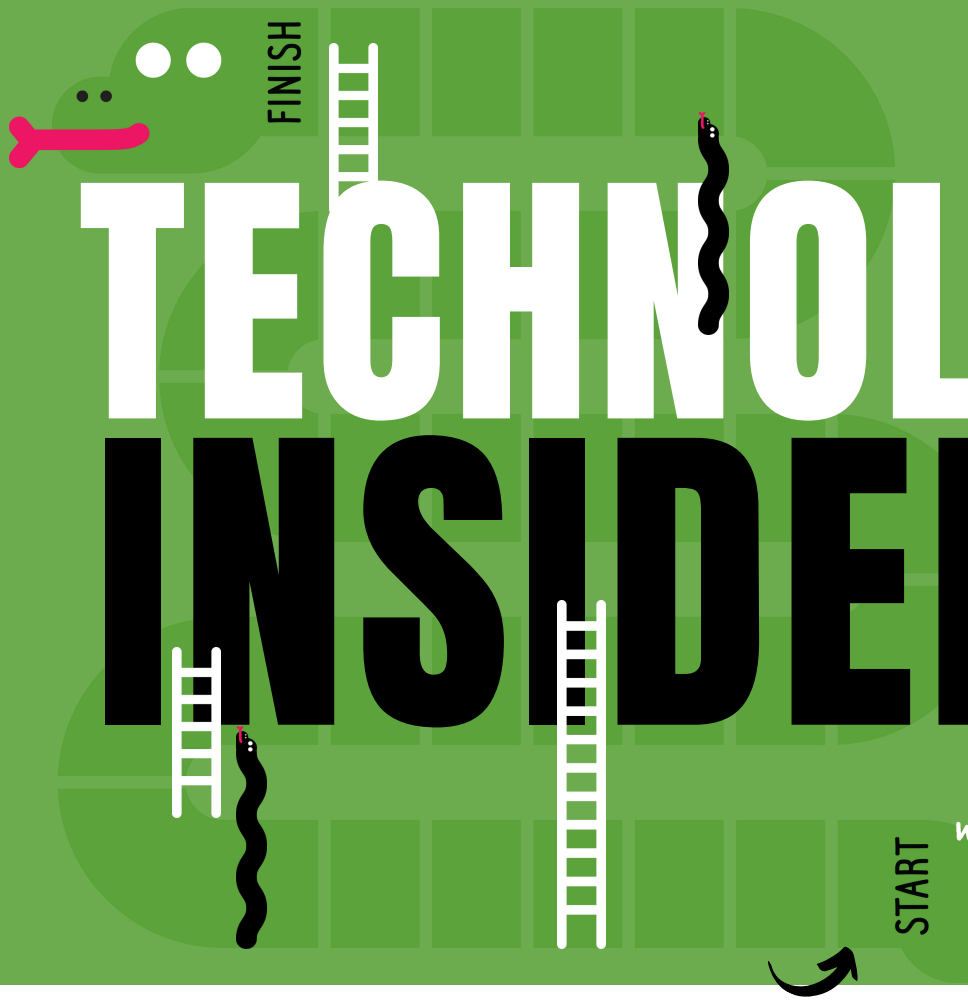
FEBRUARY 2022

TECHNOLOGY INSIDER

Your monthly newsletter, written for humans not geeks



HELP YOUR TEAM GET MORE DONE: TURN WORK INTO A GAME

Even the most exciting workplace is packed with dull tasks that have to be done for smooth operations. But human brains don't embrace boring tasks with passion.

The answer is to make the tasks fun. Have you heard of gamification? It's a way of making something more motivating by turning it into a game.

For example, you could offer a reward for new staff completing a series of onboarding tasks. How about a personalized mug with their usual drink order printed on the side?

When you need to train staff, don't just make them sit through training videos. Add in interaction. Maybe, they could complete an interactive quiz along the way?

The ultimate gamification is awarding points and using leader boards. This helps your team feel their work is being recognized, and can also strengthen their feelings of belonging.

Just be careful not to constantly reward only the same top achievers. Have spot prizes to publicly reward any member of your team for positive behaviour.

DID YOU KNOW?

Safari's busy protecting you

If you use Safari, maybe you've noticed its boasts about blocking "x" number of trackers from profiling you. But what does that really mean?

It has nothing to do with malware or being hacked. Instead, it means the browser has stopped the websites you visit from tracking:

- Your movements across the web
- Your IP address
- And even your location

It does this by blocking third-party cookies from being stored on your device.

You'll might notice that the number is usually high. That means there's still a way to go to get more privacy online.

INSPIRATIONAL QUOTE OF THE MONTH

"Innovation is the outcome of a habit, not a random act"

Sukant Ratnakar, author

Technology update

Have you heard about 'friend in need' scams on WhatsApp? If not, you need to be aware of them and tell your team, too.

You get a message that looks like it's from someone you know, asking for your help. It will either request money, personal information, or your six digit WhatsApp PIN.

Doesn't feel right? Trust your gut. It's possible your friend has been hacked. Ring them using their cell number (not via WhatsApp) and let them know.

You can protect your own WhatsApp account by enabling two-step verification, so your account is PIN protected.

Tap settings, then account. Tap two-step verification. Press enable, then enter a PIN and confirm it. You can also enter an email address which we recommend as a backup security measure in case you forget your PIN.

FUN TECH QUIZ

Who's on tea duty this week?
Loser gets the privilege 😂

1. Which tech whizz invented the term 'metaverse'?
2. Which part of the US, famous for internet companies, is named after the mineral used in transistors and computer chips?
3. What was the first handheld game console to be played in space?
4. What does the 'CC' in an email stand for?
5. What year was YouTube started?

The answers are below.

1) Mark Zuckerberg
2) Silicon Valley
3) A Nintendo Game Boy in 1993. And the game played was Tetris
4) Carbon Copy
5) 2005

NEW TO MICROSOFT 365

Chat with yourself in Teams

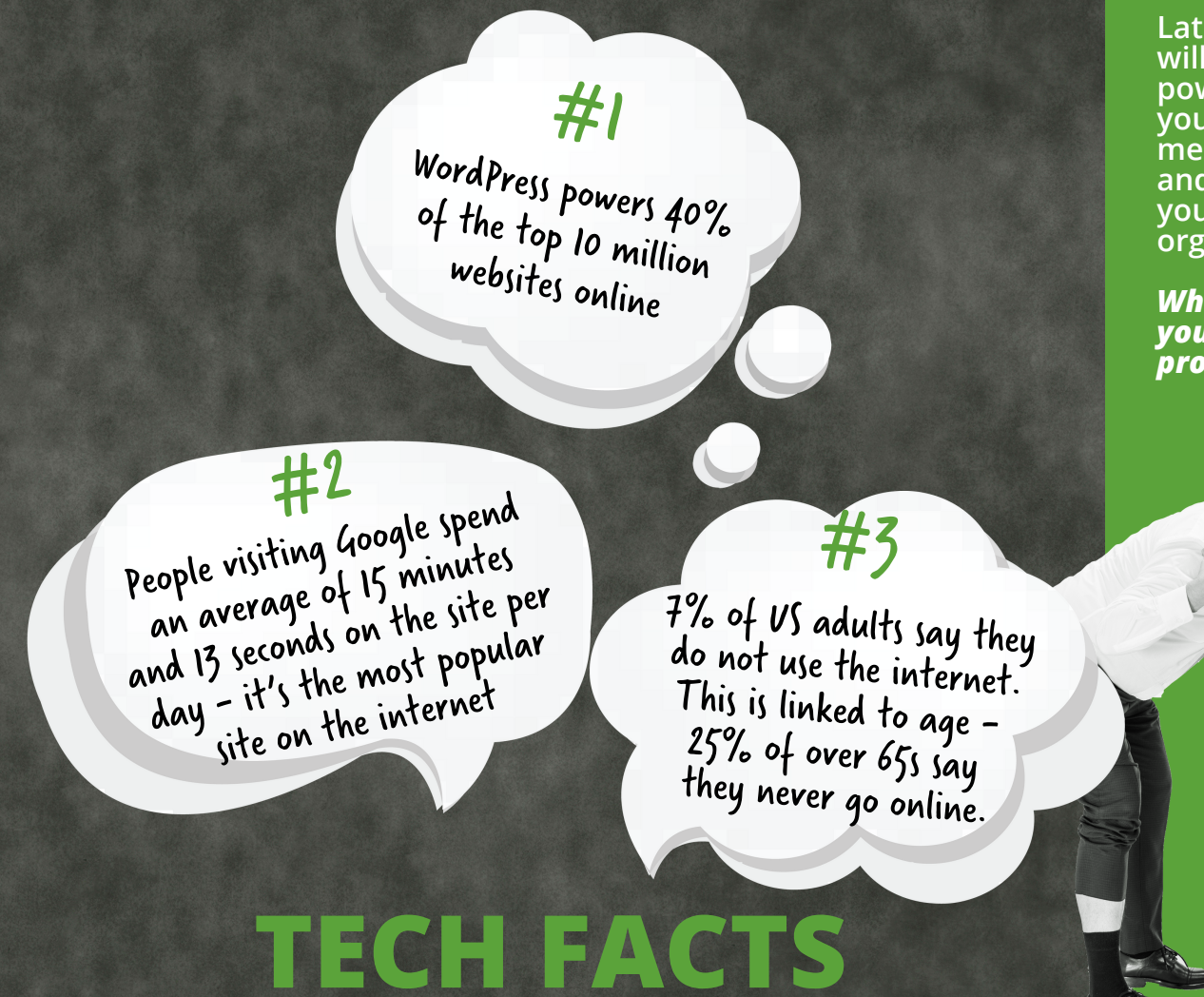
This idea isn't as mad as it seems...

You know those times you're in a Teams meeting and you think to yourself, 'Oh, I'll remember that for later'... but you never do?

Or when someone mentions a file and you plan to take a look after the call... but then you forget for a few weeks?

Later this month Teams will give you a new power to send things to yourself. Notes, messages, files, photos, and other things to help you to stay more organized.

Who knew talking to yourself could be so productive?!



TECH FACTS

IS CYBER SECURITY TRAINING REALLY NECESSARY?

This is a question we often hear. And the answer is always a big YES!

Software can only protect you to a certain level. It's humans who are the first line of defense against the main cyber security attacks.

If you can teach someone to spot a bad link in an email and not click it… then you don't need to worry about mitigating the effects of a cyber-attack.

Regular training doesn't just help your staff help you. It can also build a culture of security awareness within the business.

Staff find it hard to act against a culture. They'll think "if no-one else bothers to check links before clicking them, why should I?". That way of thinking also works the other way.

Regular training will help you identify areas where your security isn't as robust as it could be and make appropriate changes.

If you don't already invest in cyber security training, please do think about it this year. The benefits are massive.

Q A

QUESTION

Can I print straight from my Android device?

ANSWER

Yes, if your printer has Bluetooth or Wi-Fi. On your phone switch on Default Print Service in the settings. Open the file you want to print. Tap the menu (the three dots), print, and select your printer.

QUESTION

How do I see how much space apps are taking up?

ANSWER

In Windows 10 and 11 go to Settings -> System -> Storage. Tap on Cleanup recommendations to see what software you're not using and could remove.

QUESTION

Does turning it off and on again really work?

ANSWER

Often, yes. Restarting any device allows it to refresh every process, which can often solve small annoying problems.

Business gadget of the month

Now that many of us are working remotely, safe and secure transport for our devices is a must.

The Nordace Siena smart backpack is perfect.

Not only does it look good, but it has a padded laptop compartment, a USB charging point, and a secret pocket for valuables.

It even has a fleece-lined sunglasses pocket.

POPQUIZ MANAGED SERVICES

This is how you can get in touch with us:

CALL: 267.254.2025 | **EMAIL** Support@popquizcomputers.com

WEBSITE: www. PopQuizMsp.com