

TECHNOLOGY TIMES

“Insider Tips To Make Your Business Run Faster, Easier And More Profitably”

What's New

Next month on June 9th, 2023, the compliance deadline for the FTC Safeguards Rule will go into effect.

The purpose of the Federal Trade Commission is to strengthen the data security safeguards that covered companies must put in place to protect customers' personal information.

Do not risk being caught in non-compliance. You could suffer major fines, reputational damage, lost customers and more. Reach out to us today to talk about how we can help your compliance needs.

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This monthly publication provided courtesy of Chris Beaty, CEO of TeleComp.

Our Mission: We connect people to make a difference in the world through the use of innovative technology, so you can do what you do best.



Get More Done In Less Time

Tech Tips To Improve Productivity And Focus

Technology has become essential to our society. We use it for nearly every aspect of our lives, from entertainment to personal security. Unfortunately, it's not all good, and over time, many of us have developed some negative tech habits. When we're supposed to work or stay productive, we might turn to our phones or tablets and scroll through social media or the news. There's no better time than the present to shake these harmful habits so we can become more productive. The good news is that technology can actually help improve our overall productivity.

The pandemic forced many of us to start working remotely or in a hybrid environment, which makes it even more important for us to use technology to stay focused and productive. Technology does not have to be a distraction: it can help us stay on task and achieve our goals. In this article you'll find a few ways to use technology to improve productivity.

Cleaning Up Your Digital Space

For many of us, our workdays revolve around our electronic devices. We spend nearly eight hours each day bouncing from our computers to our cell phones, trying to stay in touch with everyone while keeping up with our workload. Over time, our digital areas can become cluttered with unnecessary documents, e-mails and other information.

Take time to review and reorganize your computer's desktop, smartphone's home screen, e-mail inbox and cloud storage accounts. Delete any unnecessary files, e-mails and apps you no longer need. By doing this, you'll have an easier time navigating through your digital space and locating necessary documents when they're needed.

Using Time-Tracking And Focus Apps

Time can easily slip away from us if we're not paying close attention. We've all gotten lost in a project or

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task and spent way too much time on it. One of the best ways to stay focused and productive is to track your time. Many apps are available that help you do this, including Toggl, RescueTime and Harvest. These apps allow you to track how much time you spend on specific tasks and can help you identify where you might be wasting time. By tracking your time, you can make adjustments to your schedule and ensure you're making the most of your hours.

Focus apps like Freedom, Cold Turkey and Self Control can also help you stay productive, as they'll ensure you aren't wasting your time on social media or other websites that take you away from your work. These apps allow you to block access to certain websites or apps for a specified amount of time. In fact, using a focus app is one of the best ways to remove distractions from your workday.

Automating When Possible

Automation has truly revolutionized the way many businesses operate. You can use automation for e-mail communication, marketing efforts, data collection and so much more. Introducing automation to your business can help streamline repetitive, time-consuming tasks that previously had to be done manually. By automating

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various processes and functions, you'll free up more time for your employees to focus on higher-level tasks and improve their productivity. Automated systems are also less prone to errors than human beings, so you won't have to spend as much time going back through your work to fix simple mistakes. Automation improves productivity by reducing the time, effort and resources needed to complete a task, while providing valuable data insights.

Strengthening Your Cyber Security Practices

A successful cyber-attack can completely dismantle your business. It can take days, weeks or even months to recover from a cyber-attack, which can put an end to your hopes of improving productivity. Cyberbreaches, such as malware infections or ransomware attacks, can cause significant downtime for any business. Employees may be unable to access necessary files or systems, leading to delays in work and missed deadlines. Just the risk of a cyber-attack can take you away from your work, as you may constantly worry about the security of your systems or the safety of personal data. When it comes to improving cyber security practices, you must be proactive. Don't wait until a cyber-attack has already occurred; start boosting your cyber security practices as soon as possible.

Improving focus and productivity is not something that happens on its own. It takes time, effort and dedication to make a change that has an impact on your work style. Stop using technology as a distraction and find ways to use it to improve productivity and focus.

Free Dark Web Scan Will Reveal Where Your Information Is Exposed And How To Protect Your Company Now



At no cost or obligation, TeleComp will conduct a free Dark Web Scan to help you increase your security posture.

After the scan is done, we'll prepare a customized "Dark Web Status Report" that will outline anything related to you and your organization from the Dark Web. This report and action plan should be a real eye-opener for you, since many of the businesses we've done this for discover they are completely exposed to various threats in a number of areas.

**To get started and claim your free Dark Web Scan
now, call us at 888.831.9400**