

Malicious Software And Your Business

Malicious software, or “malware”, costs businesses around the world billions every year. Being aware of the security risks posed by malicious software is essential for anyone who is responsible for a company’s IT department. It is equally important to educate members of staff to be vigilant when using office computers and the Internet.

Where Does Malware Come From?

The vast majority of malware makes its way to people’s computers through the Internet. Microsoft currently estimates that around seven percent of



Internet downloads are accompanied by malicious code.

The most common place on the Web to find malicious software is file sharing sites and torrent directories. These sites often contain pirated software and illegal content. Other sites containing questionable material are also more likely to host malicious content. Social media is another major source. Current estimates suggest that almost a third of malicious content is hidden behind links posted on sites like Facebook and Twitter. Yet another major source of malware is spam.

How Does Malware Infect Computers?

Malware comes in many different forms. Computer viruses are perhaps the best known form of malicious software. Viruses are designed to disrupt and destroy. They are

malicious lines of code attached to infected executable (program) files. When an infected file is run, the virus can be spread to other executables and program files.

Spyware is one of the most common forms of malware today. Spyware is designed to collect information about a computer’s user without them knowing. The worst kind of malicious software includes Trojans and keyloggers. These programs allow a user to remotely hack into a computer and steal your personal and/or financial information.

How Malware Infections Impact Your Business

Malware may cause computers to become unstable, slow down your Internet connection or damage important data. In the worst case scenarios, some malware may record keystrokes and send the information to a remote hacker. Malicious software may also attack your company’s online resources, stealing customer information and disrupting

sales. Malware of certain types allows a user to remotely hack into a business’s computers and access confidential information. Important data may even be remotely deleted or damaged in some way. It is this kind of scenario that presents the severest of consequences.

Infection Prevention

A well-protected company is less likely to fall victim to hackers and malware. It is important that you enforce a strict security policy and educate your staff so that they are aware of potential threats. It is also wise to ban things such as downloads and social media in the workplace, as these are two major sources of malware. Aside from that, workers also tend to waste a lot of time on them. It is also essential to have reliable and up-to-date antivirus software running on all computers. **T**



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Feature Business Quiz:

Is Your Accounting Software Working Hard For You?

Some of you may have already taken this quiz from this publication several years ago. If so, did you act on it? Or are you still doing things the same way, expecting different results? Now is the perfect time for a refresher, or a fresh look if you didn't take it last time.

Is your accounting software working hard enough for you?

1. How much time do you spend each month reconciling your bank(s)?

- a) 2-5 hours
- b) 5-10 hours
- c) more than 10 hours

d) under an hour, I use the bank reconciliation feature in my software.

2. Your Sales Manager asks you for a report that tells them "Which Customers have purchased "item A" but have yet to buy their first companion "item B". You:

- a) Panic. You have no idea how to do this.
- b) Call home and tell them you won't be home for dinner tonight.
- c) Tell them it can't be done and hope they believe you.
- d) Pull the data out of your sales analysis tool, or better yet, hand them a professionally laid out spreadsheet report and go home early.

3. Your staff are still printing journals and documents to paper and then filing the paper copies. Which best describes how you feel about this?

- a) Happy. They are doing exactly what I told them to do. I don't know why they keep rolling their eyes at me.
- b) Guilty. All that printing is a waste of paper. And who likes filing?
- c) Impatient. Whenever I need to see that report it takes me forever to go find it.
- d) Neither guilty nor impatient. Our software files PDF versions of these reports automatically in an orderly fashion. No printing required!

4. You have recently taken over your department and realize that you have duplicate or out

of sequence customer or vendor numbers, GL accounts, or part numbers. You:

- a) Quit on the spot. They don't pay you enough.
- b) Resign yourself to a lifetime of frustration.
- c) Hire a summer student to redo all the codes so it will be fixed moving forward. You can live without the history.
- d) Use a readily available, compatible toolkit to redefine or combine the codes. Problem solved.

If you answered a, b or c to any of these questions, you can make your accounting software work harder for you. These features are readily available and easy to implement. Contact us today to learn more about putting these solutions to work. **T**

theTechnoTips

Google Chrome Tips

If you have made the move to Google Chrome as your default browser, then these tips are for you...

Know your keyboard shortcuts

Like any good browser, Google Chrome has several dozen different keyboard shortcuts that can help improve your productivity. Below are just a few of our top favourites.

- Ctrl + 1-8 = Pressing Ctrl and any number 1 through 8 will move to the corresponding tab in your tab bar.
- Ctrl + 9 = Switch to the last tab.
- Ctrl + H = Show history
- Ctrl + J = Open Downloads window
- Ctrl + K = Move the cursor to the Omnibox (address bar)
- Ctrl + T = Open a new tab

Use the Omnibox to do more than just search

The Google Omnibox (address bar) does more than displaying the URL and allowing you to search. It is also capable of performing mathematical calculations (as shown in the picture) and even answer questions such as "how many cups are in 2 liters?" Try adding any math calculation now in the Omnibox without pressing enter to have the results shown.

Sync Chrome with your Google account

Chrome allows you to sync your settings, passwords, and bookmarks to your Google account. This is a great feature for anyone who switches computers (e.g. work computer and home computer) and needs access to all their bookmarks and account settings. You can log into your Google Account and adjust your sync settings by going into Settings under the Chrome wrench icon or Chrome Menu button icon in the top right. **T**