

INFO-TEK

The Computer Guys

a Kansas City Computer Consulting Firm

Technology Tips for Busy Professionals

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Mark Your Calendar

Overland Park South
Rotary Club presents:

Jazz in the Woods

June 12, 13, 14, 2009

Greetings!

We hope you enjoy and benefit from these technology tips for busy professionals.

INFO-TEK employs a full time staff of trained and certified computer experts who are quick to respond, easy to talk with and people you can trust.

We specialize in small business and home office clients and we have helped thousands of people in the greater Kansas City area with their computer service needs at very competitive and affordable rates.

➔ [Internet Explorer 8:](#)

[Read this before installing](#)

Microsoft has begun releasing Internet Explorer 8 as an automatic update. This means it will automatically download to your computer, along with other updates, and ask if you want to install it. Here are a few things to consider as you make the decision to upgrade to the newest web browser from Microsoft.

Improvement #1 - Accelerators: "Accelerators" make web content more interactive. In IE8, you can highlight a street address on a web page, right click and use the accelerator to launch into your favorite mapping program with the address shown. Don't understand a word? Accelerate it to your online dictionary or translation program. Want to share information? Highlight it and accelerate it into an email or onto your blog. This is a definite productivity enhancer.

Kansas City's Largest
Free Music Festival

Exclusive VIP Tickets
(including dinner, drinks
and VIP seating) are still
available through the
website.

Improvement #2 - Tab Groups: Also helpful, when doing web research, is a new feature called tab groups. As you open new tabs from links on a web page, the tabs are color coded to match back to the original link.

Caution #1 - InPrivate Mode: While there are security improvements, one new feature may be prone to misuse, particularly at work. IE8 introduces a new mode called "InPrivate" which allows you to browse the internet without leaving traces on the computer. Many have dubbed this new feature "porn mode" and worry that it may embolden inappropriate surfing at the office, creating personnel issues and potential liability for the company and business owners. Also, while this mode blocks browsing history, it doesn't block the download and installation of viruses and malware that can be prevalent at inappropriate sites.

Recommendation: INFO-TEK recommends using the introduction of IE8 as an opportunity to communicate your Computer and Internet Use Policy. Management, legal and HR experts agree that clear communication of policy and expectation is the first and best defense against problems before they occur. INFO-TEK has developed sample policy documents and we would welcome the opportunity to spend an hour with you and help tailor them to meet your business culture and specific needs.

→ Lightweight PDF Viewer

The latest versions of the Adobe Reader PDF viewer have added a host of new tools and features. Unfortunately, these enhancements also lead to a much larger, resource heavy and slower to launch program. If you long for a no-frills, fast PDF viewer, check out [Sumatra PDF](#).

→ Conflicker Virus Test

While the press has moved on from the April 1 computer worm, here is a simple and great way to reassure yourself that [you are not infected](#) with the Conficker worm. (This is safe to click and not a joke, it is a real

test.)

→ Computer Joke of the Month

Mr. Johnson, a businessman from Colorado, recently went on a business trip to Arizona. He immediately sent a text message back home to his wife, Jo Ann, to let her know that he had arrived safely.

Unfortunately, he was using a new phone and mistyped the number so the text mistakenly went to the wife of a preacher who had just passed away.

The preacher's wife took one look at the text and promptly fainted. When she was finally revived, she nervously pointed to the message, which read: "Arrived safely, but it sure is hot down here."

When you need help with your computers or computer network, I'm hopeful that you will consider calling INFO-TEK at 816-914-8826.

If you have found this Newsletter helpful, please pass it along.

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Sincerely,

Brian Greenstreet
INFO-TEK