

I'll Be Back

"I'll be back" says Arnold Schwarzenegger as the Terminator after being denied entry into a police station. He soon returns, crashing and massacring. Due to its concise clarity, that line has become memorable as a declaration or even a threat. Just a line in the original script in the movie, Schwarzenegger has stated that upon reading it, that he thought nothing further about it.

Sadly, many business owners and managers in northern New Jersey, like Schwarzenegger, do not think much or enough about how they can survive a major disaster whether it be a cyber event, natural disaster, or physical/property occurrence. Owners and managers must be as determined as Arnold the Terminator to say "I'll be back" in the event of any calamity. Another line from this film, "there's no fate but what we make" encapsulates the importance of disaster recovery planning. Businesses can shape their destiny through choices and actions. A Disaster Recovery Plan (DRP) is your blueprint for survival in the face of unexpected disruptions—whether it's a cyberattack, natural disaster, power outage, or even a global pandemic. Without one, irreparable damage is the likely outcome, just like the cities left in ruins by Skynet's judgment day in *The Terminator*.

So, make the choice to put a disaster recovery plan in place. Our recommended approach:

1. **Spot the Risks.** Start by thinking through the "what ifs." What if your customer data vanished? What if a flood hit your shop? This step is all about figuring out what could go wrong and how badly it would hurt your business.
2. **Back Up Your Data (religiously).** Think of this like Sarah Connor protecting the future—your data is that important. Set up automatic backups and store them somewhere safe (like the cloud or offsite). That way, if disaster strikes, you're not starting from scratch.
3. **Have a Game Plan for Communication.** When things go sideways, you don't want to be scrambling to figure out who to call. Make a simple plan for how you'll contact your team, your customers, and your vendors. Who's in charge of what? How will you reach them?

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Take Note

Get Disaster Ready

September is National Preparedness Month.

Does your business have a "keep working plan" in the event of a disaster?

Homework Isn't the Only Thing They Bring Home

USB drives and shared school apps can introduce malware. Disable USB ports on work devices and encourage cloud storage instead.

Core Value: Make Sound Business Decisions

We run our business wisely and sustainably so we can continue delivering great service, grow together, and achieve shared success.

— Cathy Coloff,
Owner, IT Radix



Talk Nerdy to Me



Text Shortcuts in Windows

Zip through your work
with these speedy Windows
text shortcuts.



Master Text Shortcuts Like a Pro!

Want to zip through your work?
Try these speedy text shortcuts in
Windows:

Ctrl + X – Cut (delete) selected text
Ctrl + C – Copy selected text
Ctrl + V – Paste copied or cut text
Ctrl + A – Select all text on the page

Once you get the hang of these, you'll
wonder how you ever worked without
them. Are you a Mac user? Swap
Ctrl for the Cmd key!

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4. **Know What to Do Right Away.** This is your "in-the-moment" playbook. It should cover things like how to shut down systems, where to go if you need to evacuate, and how to keep everyone safe.
5. **Assign Roles (no lone wolves).** Everyone on your team should know what their job is if something goes wrong. Think of it like the resistance in *The Terminator*—everyone had a role to play in saving the future.
6. **Test It Like You Mean It.** A plan that just sits in a drawer won't help you. Run drills, test your backups, and update your plan regularly. The more you practice, the smoother things will go when it really counts.

A theme of the Terminator franchise is that "the future is not set." Sarah Connor didn't wait around for fate to decide—she prepared, adapted, and fought to protect what mattered most. The same mindset applies to your business. Whether it's a cyberattack, fire, or supply chain meltdown, your own version of "judgment day" could come without warning. But with a solid Disaster Recovery Plan in place, you're not just reacting—you're taking control of your future. It is your way of saying "I'll be back"—no matter what hits you. Backups, communication protocols, and clear roles are your weapons in the fight to stay operational.

According to FEMA, 40% of small businesses never reopen after a disaster. A DRP isn't just a safety net, it's a strategic asset. It protects your reputation, preserves customer trust, and ensures continuity. With the assistance of IT Radix, you can create a Disaster Recovery Plan and face uncertainty with confidence, protect your team and customers, and keep your business alive—even when the future looks bleak.

Be Prepared: September is National Preparedness Month



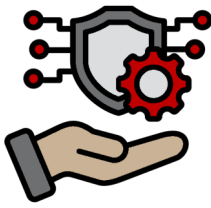
National Preparedness Month is a perfect reminder to take a few simple steps to protect your business. From creating a basic disaster recovery plan to reviewing your insurance coverage and securing your data, a little preparation goes a long way. Testing your plan and considering cloud solutions can help keep your operations running smoothly, even in a crisis. Let IT Radix help you get ready with our special offer this month!



www.it-radix.com/prepare

Special Offer: Claim your FREE Disaster Prevention Planning Toolkit today!

What Hackers Hate



Simple, Smart, and Effective—These Tricks Are Your Best First Line of Defense

Small and Medium-Sized Businesses (SMBs) are often seen as easy targets by hackers. Why? Because they're assumed to have fewer resources, smaller budgets, and a "we're too small to get hacked" mindset. But here's the thing—you don't need a Fortune 500-sized budget to lock down your business. In fact, these simple cybersecurity moves are affordable, surprisingly easy to roll out, and super effective. Here are three tricks hackers can't stand:

1. **Multi-Factor Authentication (MFA).** Passwords are often the weakest link. Hackers love it when SMBs rely on a single password to access sensitive data. Multi-factor authentication throws a wrench in their plans. With MFA, you need your password *and* a second form of verification—like a text code—to log in. Even if a hacker guesses or steals your password, they're out of luck without that second code. And the best part? Platforms like Microsoft 365 and Google Workspace offer it for free. It's easy, powerful, and wildly underused.
2. **Software Updates.** Outdated software is like an open invitation to cybercriminals. Patches and updates exist for a reason—they fix holes that attackers love to exploit. Turn on auto-updates for your devices and apps and keep everyone in your organization accountable. If needed, delay access to tools until updates are installed. A little inconvenience beats the cost of a data breach.
3. **Employee Training.** Phishing scams are sneaky. Over 90% of data breaches start when someone clicks the wrong link. Hackers impersonate banks, vendors, or even coworkers in emails. Training your staff to spot the signs of a fake email can seriously lower your risk. Short, consistent training that includes real-world examples and mock phishing attempts works best. Contact us to learn more about our Employee Security Training and Testing services. These proven, hands-on cybersecurity training programs will give your workforce the insight and critical eye needed to spot and prevent social engineering attacks.

Stay tuned for more cybersecurity tricks that hackers hate in future issues of our newsletter. We're just getting started!

Creating Charts with AI

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best layout, and even suggesting labels, legends, and color schemes. No more trial and error in Excel or struggling to line up labels just right.



Using AI for chart creation is like having a smart assistant who's great at design and knows exactly how to simplify complex information. You'll save time, impress your team, and make smarter decisions faster with less stress.

Want more practical tech tips like this? IT Radix is always here to help you get more out of your everyday tools and tech.

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- How to master text shortcuts like a pro
- Tricks for effectively warding off cyber hackers

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"You are not defined by your failures, you're defined by your victories."

— Scarlett Johansson

off the mark.com by Mark Parisi



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Are You Using AI to Create Charts?

Turn Raw Data into Clear, Eye-Catching Visuals— No Design Skills Needed

If you're not using AI to create charts yet, you're missing out on an easy way to save time and make your data shine. You don't need to be a designer or spreadsheet wizard—you just need to know how to ask the right questions.

Let's say you have a list of sales numbers, customer feedback, or even employee survey results. Instead of guessing what kind of chart works best, try asking AI, "What type of chart or visual would work here?" It can instantly suggest options like a pie chart, bar graph, line chart, or even a heatmap—whatever helps get your point across clearly and visually.

Even better, AI can help you build the chart too. Tools like Microsoft Copilot or ChatGPT can walk you through formatting, choosing the

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