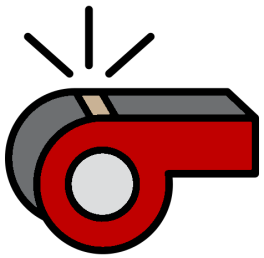
November 2026

IT Radix Resource
large enough to *deliver*
small enough to *care*

Emergency Whistles Help You Stay On Course When Disaster Strikes



Build an Effective Business Continuity Plan (BCP)

Every journey has its unexpected moments. That's why experienced hikers never head into the wilderness without an emergency whistle—a simple tool that is key to getting back on track.

The same applies to business. Organizations spend considerable time planning, hiring, investing, and pursuing strategic goals. But the journey includes disruptions—cyberattacks, power failures, severe weather, hardware malfunctions, and human errors. A Business Continuity Plan (BCP) is your organization's emergency whistle—guiding you past unexpected obstacles and pushing you toward your destination.

When a disruption occurs, employees may be unable to work, customers may lose access to services, and leaders may face tough decisions under pressure. Prepared organizations can adjust and proceed. All others just scramble! That is why Business Continuity Planning is so important, focusing on keeping critical business functions operating.

Successful hikers don't just know where they're headed, they know which checkpoints are essential along the way. Water sources, shelters, supply stations, and emergency exits are identified in advance. Businesses should approach continuity planning in the same way, asking: which applications, systems, processes, and data are critical to daily operations and revenue generation?

Not everything needs to be restored immediately, but by identifying your most important checkpoints ahead of time, recovery efforts can be prioritized effectively. Knowing what matters most makes all the difference.

Imagine realizing you've wandered off the trail just as daylight begins to fade. That's a terrible time to pull out a map for the first time. Unfortunately, many organizations take the same approach to business continuity. Plans are created after an outage occurs, after data is lost, or disruptions occur. Too late does not work. Plan now!

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Just a Phone Call Away

In observance of Thanksgiving, our office will be closed Thursday and Friday (Nov 26 & 27). If you need assistance, please call 973-298-6908 and our on-call support staff will be happy to help.

Did You Know...

We actively support the communities where we live and work because we believe in making a positive difference beyond technology. A portion of our profits are donated to employee-selected nonprofit organizations, and we support causes that matter most to our clients.

Through charitable giving and volunteerism, we help strengthen the communities that support us.



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Emergency Whistles

Continued from page 1

Key Elements of a BCP

- Conduct a risk assessment
- Establish reliable backups
- Define recovery goals
  - Recovery Time Objective (RTO): How quickly systems need to be restored
  - Recovery Point Objective (RPO): How much data loss can be tolerated
- Create a communication plan and assign responsibilities
- Practice the route before the real emergency

An emergency whistle tucked away in a backpack can guide a hiker back to safety when conditions change. Business continuity plans prepare organizations for unexpected detours, help teams respond confidently during disruptions, and create a clear path back to normal operations.

Don't assume the trail ahead will always be clear. Take the time to prepare, test your plans, and equip your organization for setbacks. In the digital wilderness, success isn't determined by avoiding every obstacle, it's determined by how well you overcome them.



Tech Habits to Quit Cold Turkey!

Thanksgiving is a time for full plates, grateful hearts, and a look at the habits that may be holding your business back. Consider quitting these risky technology practices cold turkey.

Don't Delay Updates

Clicking "remind me later" may feel convenient, but postponing important patches can leave security gaps open longer than necessary. Schedule updates after hours so they happen without disrupting the workday.

Stop Reusing or Sharing Passwords Through Email/Text

Stop reusing passwords or sending them through email and text. A password manager makes it easier to create unique passwords and share access securely. Review who has administrator privileges. Employees should have only the access they need to do their jobs.

Stop Relying on Temporary Workarounds

It is also time to retire the "temporary" workarounds that somehow became permanent. Manual fixes, undocumented shortcuts, and processes known by only one employee can slow everyone down and create unnecessary risk.

Stop Running the Business from One Spreadsheet

Take a closer look at the spreadsheet holding your entire operation together. Spreadsheets are useful, but critical workflows may belong in a system designed for scheduling, inventory, customer management, or another specific business function.

Bad habits often stick because they seem easier in the moment. IT Radix can help replace technology troublemakers with secure, reliable practices your team will be thankful for all year.

RED Month — Free Electronics Recycling in November

Recycle | Energize | Donate



Recycle... Give back to the earth and keep electronics out of landfills.
Energize... Make a difference and ramp up your energy by doing good!
Donate... Help others in need.

Drop off your items 10am-4pm at our IT Radix office. For every recycled computer received, IT Radix will donate $1 to Green Vision Inc.

www.it-radix.com/red

Scan QR Code For Complete List of Accepted Items

Bringing Two IT Cultures to One Table



When relatives gather on Thanksgiving, clashing politics, traditions, and kitchen habits can create more chaos than Uncle Frank's Cinnamon Tequila Sour.

When a large biopharma acquired an innovative biotech, combining two very different IT environments was no small task. One relied on legacy systems, while the other used agile cloud platforms with distinct infrastructure, compliance requirements, and data governance practices. IT Radix stepped in as the calm host, making sure every system, user, and priority had a place at the table. With risks including data integrity issues, clinical trial disruptions, budget concerns, and user resistance, careful planning was essential. What could have become a tense holiday dinner turned into a smooth, well-coordinated feast.

How IT Radix turned potential pitfalls into a unified collaboration:

- **Planning and Discovery**. Audited both firms to identify overlaps, gaps, and regulatory risks—like checking the pantry before the big day.
- **Tailored Transition Planning**. Customized each step to support a smooth integration—no two mergers are alike.
- **Tracking**. Validated data migration tools with full audit trails kept everything transparent.
- **Compliance**. Followed rigorous biopharma cybersecurity and compliance protocols.
- **Hybrid Cloud Architecture**. Built a secure, scalable environment for legacy and modern systems.
- **Unified Identity Management**. Created one login and consistent policies across both companies.
- **Change Management**. Provided training, communication, and support to ease the transition.
- **Cost Tracking**. Monitored expenses for each entity, giving leadership clear visibility and control.

Just as families arrive on Thanksgiving with different traditions but come together around one table, these two biopharma teams brought different technologies, processes, and priorities to the merger. IT Radix helped unite them in a secure, compliant, future-ready IT environment, creating a technology success worth giving thanks for. Preparing for a merger, acquisition, or major technology transition?

Contact IT Radix to help bring your people, systems, and data together without creating a digital food fight.

The Greatest Compliment



Referrals are the greatest compliment our clients can give us. A great referral is a small or midsize Northern New Jersey business that needs reliable IT support, stronger cybersecurity, or a second opinion. When your referral meets with us, we will donate to the charity of your choice, with an additional donation if they become a client.

Special thanks to the following people for referring us to their friends and colleagues:

Armando from Praetorian Bio
Cathy from Sander Mechanical Service
Ken from Botwinick & Company, LLC
Kevin from MCCC
Scott from Axians

Learn more about our referral program at:
www.it-radix.com/refer-a-friend

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November 2026

IT Radix Family and Friends
321 Delighted Clients Drive
Geekville, NJ USA



Reid's Rules...

Before you fetch a shiny new gadget this holiday season, don't let your old electronics collect dust like a forgotten chew toy. First, back up your important files and wipe away any personal information. Then, round up those old phones, laptops, cables, printers, and other electronic strays.

Drop them off at IT Radix during our November **RED Month electronics recycling** program. Best of all, it's free! Turn to Page 2 of this newsletter for all the deets.

Take it from me... landfills are for old bones, not old electronics. Give your gadgets a new leash on life, protect your information, and earn yourself a well-deserved treat!

Hustle for Health



Thanksgiving has a way of justifying a plate piled high with turkey, stuffing, potatoes, and pie. After dinner, the couch may be calling, but your body might appreciate a different plan: turn up the music and start dancing!

Dancing is a fun way to get your heart pumping while improving balance, coordination, flexibility, and strength. Even a short dance session can provide many of the same benefits as other forms of exercise, without feeling like a workout. Moving after a big meal can also help you feel more energized and shake off that stuffed, sluggish feeling.

Best of all, dancing requires no special equipment or gym membership. Clear a little space, play a favorite song, and invite everyone to join in. Whether you're doing the twist, a two-step, or embarrassing your kids with your signature move, you're getting your body moving and having fun.

So, after the Thanksgiving feast, skip the food coma and hit the dance floor. Your body will thank you!