

THE HAWK I VIEW



Hawk iSolutions Group, Inc.

Does your
Business
Need a
Server?

7 Secrets To
Finding
Relevant
Information
Online

Is It Time
To Buy A
New
Server?

Tip: How
To Clean
Your
Computer
Screen

Happy
Valentines Day!

8 Reasons Your Business Needs A Server

The word server and network used to conjure images of big computer rooms tucked inside the bowels of corporations, and managed by tech specialists in windowless offices. Thankfully, times have changed.

Today, server-based networks can be found in more than 20% of the U.S. small businesses with more than one PC, a percentage that continues to grow, analysts say. What's more, servers and networks have even moved into businesses with fewer than five PCs, as users see the efficiencies and better productivity of a shared network.

Here are eight reasons to buy a server for your small business, rather than doing without or relying on peer-to-peer networking.

1. **You can create order from chaos.** By centralizing data on a server, you can better manage business-critical information. Sharing files and other data across PCs becomes much easier, as does migrating data from one PC to another. Older PCs can get new life if their files and data are off-loaded onto a server.
2. **You can protect your data by making backups easier.** Two features of Windows Small Business Server 2003, for example, enable users to better protect their data assets by simplifying backups and the restoration of critical data. The features are the Backup Configuration Wizard and Volume Shadow Copy.
3. **You can collaborate better as a business.** Not only is data sharing easier with a server-based network, but Windows Small Business Server 2003 comes with Windows SharePoint Services, which is software that enables your employees and other team

members to collaborate via the Web. With SharePoint, you get a company intranet portal with a user-friendly interface to organize and share information. It comes pre-populated with help documents and resources. A server also is a must if you want to run line-of-business applications, such as accounting solutions, on multiple PCs.

4. **You can accommodate a mobile workforce.** Servers enable authorized out-of-office workers to have remote access to your network, enabling data sharing among those who travel, telecommute or work in off-site locations. Through Remote Web Workplace, users of Windows Small Business Server 2003 can get access to server data via the Internet. Out-of-office workers also can connect to the company intranet via SharePoint.

5. **You can share high-speed broadband access.** This will allow small businesses to provide high-speed Internet access across a network. If you are running a business that has three or more dial-up connections, it is time to get a server and go broadband.

6. **You can set up new computers, add users and deploy new applications more quickly and easily.** Expect to grow? By managing your data from a central location, you can better coordinate the addition of new PCs, software licenses and software applications. You can also better manage firewalls and monitor threats to your data, and more easily to deploy virus protection and intrusion detection.

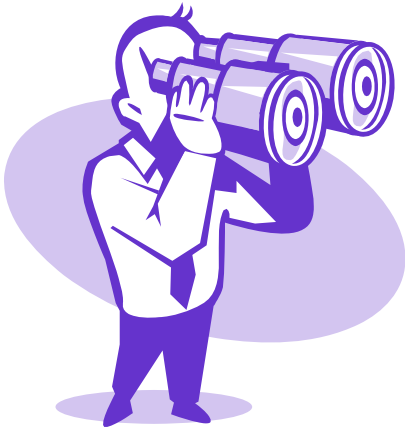
The return on investment will come quickly in the form of higher productivity.

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7 Secrets To Finding *Relevant* Information Online

Have you ever run into a virtual wall when searching for information on the Internet? With billions of websites online, finding good, relevant information online can sometimes be akin to finding a needle in a haystack.



But take heart! Here are 7 little-known secrets that will help you find what you are looking for in no time at all.

1. Use the "Advanced Search" tool

Almost all search engines have an "advanced search" tool that will provide you with more options for filtering information and websites. This will help you narrow down your search and eliminate irrelevant, off-topic websites.

2. Search with a phrase in quotations

Putting quotations around a phrase will tell the search engine to look for that exact phrase or name instead of each individual word. For example, if you were looking for a chocolate cake recipe, type "chocolate cake recipe" in the search window with the quotes around it. If you left the quotations off, you might get recipes for other cakes or chocolate candy in general because the search engine will look up the words separately: chocolate_cake_recipe

3. Use synonyms

If your search does not produce the results you want, try synonyms. For example, a dog is also a pet, canine, mutt, pooch, and man's best friend. Use your Microsoft Word thesaurus tool or Merriam-Webster OnLine to find synonyms for your search term.

4. Use a plus or minus sign

This trick will allow you to narrow down a larger category. If you were looking for a roadside café in Atlanta, you would type in "roadside café + Atlanta". This will allow you to search on a specific set of keywords that might not be strung together in one phrase as mentioned in tip #2.

This also works in reverse with a minus sign (-). If you wanted to find all roadside cafes that were NOT in Atlanta, you would type in "roadside café - Atlanta".

5. Just search the domain name

If you know the website you want but can't seem to find the information you are looking for, you can tell the search engine to search for a specific keyword or phrase within that site. Simply enter the search term you are looking for followed by the word "site" and a colon, and then by the domain name.

For example, if you wanted to find information on spam filter updates for Microsoft Outlook, enter this: spam filter update site:www.microsoft.com

6. Eliminate inappropriate content

To eliminate adult sites clogging your search results, simply activate your favorite web browser's adult filter setting. MSN has a SafeSearch option on its settings page and Google's can be found in their advanced search option. It's not 100% accurate but it will eliminate the most obvious sexually explicit websites from your search.

7. Use your search engine's categories

Many search engines offer specialized areas such as news, video, audio, pictures, local, and shopping related categories. If you know you are looking for a picture, choose the appropriate category and your chances of finding what you want increase significantly.

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7. **You can get more processing power.** A server can supercharge your network, storing large chunks of data, freeing up memory and enabling individual PCs to perform better. Small businesses today need that additional processing power to run Web services, manage Web sites, do e-mail newsletters, and use more sophisticated tools and applications.
8. **You can look more professional—and connect better with your customers.** Server software such as Windows Small Business Server 2003 enables you to consolidate your e-mail accounts (AOL, Yahoo!, Hotmail, etc.) into a single, company-hosted e-mail account, enhancing your image to customers and partners.

How You Know It's Time To Buy A Server



- You have two or more dial-up accounts in your business.
- You need to centralize and organize your data (you can't always find what you need when you need it).
- You need to share hardware such as printers and fax machines for two or more PCs (peer-to-peer networks mean lots of cords and wires to trip over).
- You need to simplify backups to keep your data more secure.
- You have employees who travel, frequently telecommute, or work off-site, and want to connect to a network.
- You could benefit from an intranet (your employees who travel and telecommute don't always remember to tell you).
- You have high storage needs (and your loaded-down PCs wince and groan when you add more data).
- You'd like to run accounting software or other line-of-business application on more than one PC.
- Your company's growing and plans to add new computers and employees (congrats!).
- You mean business: You want to look professional (and bigger than you are).
- Your PCs are old, old, old, and you want to get rid of them. A server makes migration easier.
- Your PCs are old, old, old, and you want to keep them. A server takes a load off the PCs.

Hawk iSolutions Group, Inc. specializes in providing IT Solutions...to help build your business! If you think your company is in need of a change where your IT equipment and service is concerned, we would like to help you in this process. We will come in and evaluate your current environment, discuss what your requirements are from your technology, and look into the future of where you would like to go with it. We will then sit down with you and discuss our solutions of what we believe would be the best fit for your company. We don't have a one-size-fits all solution, we individualize each solution specific to the customer. We will not come in and suggest that everything be thrown out of your current environment, instead we will evaluate what you currently have installed and if it can be reused/upgraded cheaper than a new system then we will suggest that. We want your company to succeed, and we would like the opportunity to be a part of that!

The Lighter Side:

Love & Relationships

A guy walks into a post office one day to see a middle-aged, balding man standing at the counter methodically placing "Love" stamps on bright pink envelopes with hearts all over them. He then takes out a perfume bottle and starts spraying scent all over them.

His curiosity getting the better of him, he goes up to the balding man and asks him what he is doing. The man says, "I'm sending out one thousand Valentine cards signed, ' G u e s s w h o ? ' "

"But why?" asks the man.

"I'm a divorce lawyer," the other man replies.

Things Women Want To Hear From Their Husbands...

"Wow, I just don't know what to do with the lottery money we won, so why don't you take it to the mall and see if you can find something to buy with it."

"Go ahead and eat that third piece of chocolate cream pie. If it's one thing I hate it's skinny women."

"Shoot, there's nothing on TV but football games. Let's go furniture shopping."

"My golf clubs are only 30 years old. Why don't you use the money my parents gave us to get something nice for the house."

"If the guys call and want me to go to that new sports club with them, tell them I'm busy. I really want to get the living room painted tonight."

I'd Love To Hear From YOU!

Is there an article you would like to comment on? Is there a topic you want me to research? Have a funny story or a resource you want to share with the other subscribers? Send it to me! We are always looking for new and useful content to add to The Hawk I View.

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ATTENTION SMALL BUSINESSES:

Get all of the computer support you need without the expense of hiring a full time IT staff. Ask about our Small Business Computer Support Program.

I CAN SEE CLEARLY NOW THE GRIME IS GONE..."

5 Tips For Cleaning Your Computer Screen

1. Before you clean your monitor, turn it off; it will be easier to see fingerprints and smudges.
2. Never use Windex or other harsh cleaners. Only use cleaners made specifically for computer screens.
3. If you don't have computer cleaning wipes available, you can use a diluted 50-50 mixture of water and isopropyl alcohol. Spray a little bit onto a clean, soft cloth and wipe the screen carefully. Never spray any cleaner directly onto the computer screen.
4. In a pinch? You can also use pre-moistened lens towelettes made to clean eye glasses.
5. Take extra care cleaning flat-panel monitors and laptop screens because they are more susceptible to scratches.

Now sit back and enjoy the view!

Happy Valentines



"The Groundhog tests have come back. I'm afraid you only have six weeks to live."