



Spring Is Nature's Way of Saying... Let's Do Something New!

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Client Spotlight:



Atsumi Car Equipment, Inc. (ACE) is the North American branch of Atsumi Kogyo Co., Ltd which is located in Japan. Atsumi Kogyo Co., Ltd has been creating quality machined automotive parts since 1950 and opened Atsumi Car Equipment in Wytheville, VA in 2001. Additional factories are located in Japan, Indonesia, and Thailand.

ACE is a cutting and drilling plant for forged tire axles, precision machining plant for shaft and sinter material. At our factory, we produce 4-wheel axles by connecting NC lathes and drilling machines with a multiple-articulation transfer robot and perform precision machining for shafts and sintering materials. American workers operate this system for American customers.

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Tips For Using a Tablet for Mobile Productivity in the Office

Although many of us have laptops and other mobile devices, or can log in to work from a home desktop, we overwhelmingly spend most of our time in the office. That doesn't mean, however, that we spend all of our time at our desks. In fact, middle managers and executives spend between 35 percent and 50 percent of their time away from their desks and in meetings. We don't usually think of being "mobile" in the office, but that's what is happening when we're out of our chairs. So the question is, how do we improve our in-office productivity while in meetings or moving between them?

Kimberly Engelkes, strategic program manager at Microsoft, has this to say about computers and meetings: "Being productive in a meeting can be challenging. Having your computer or tablet open can seem rude, or like you aren't paying attention." But, bringing a tablet can actually boost productivity, especially if you're using it to engage. We have a lot of apps and tools to choose from, but we often find ourselves coming back to the ones we know how to use.



Hendrickson says, "There are many hidden gems already in Outlook that many may not be aware of." The first is a simple productivity hack: "You can draft an email during a meeting, and it will be prepped to send after the meeting. Finish up the message with whatever details you need to add and send it off!"

Email can also be an effective way of taking notes. "Need to take notes on your tablet—any tablet? Use the Notes feature; then send them to yourself. When you are back at your desk, the notes are nice and handy for you to cut and paste into a document." Hendrickson has also mastered the fine art of remembering faces by using her computer. "Adding information to your Contacts during meetings can help you categorize them and let you avoid confusion later."

Multitasking has become our way of life, but meetings are supposed to be time set aside to discuss a specific topic or range of topics. You owe it to everyone in the meeting to stay on task and devote your attention to each other and the topics of conversation.

So bringing a computer or tablet should only be an option if it helps you engage rather than distracts you. As computers, specifically laptops and tablets, become smaller and more portable, the temptation to drag them everywhere grows. Being able to move around your office with a computer is common these days, but with the benefits of such mobility come unforeseen (but perhaps not unsurprising) distractions. Being productive while on the move is as important in the office as it is outside it, so use the computer as intended: as a tool to make your meetings more productive and useful for everyone.

Adapted from <http://blogs.microsoft.com> – 3 tips for using a tablet to be productive everywhere in the office

"Do what you can, with what you have, where you are." -- Theodore Roosevelt

Did you know...

...Spring Cleaning can be advantageous for your computer too! Our MSP clients regularly benefit from our scheduled maintenance to their computers – both physical onsite cleanings and virtual cleanings that are regularly scheduled through our remote management package. Here are some tips to help you with your Spring Cleaning!

Physically clean your hardware. Blow out the dust with a can of compressed air (**Note:** PCs should be off and unplugged and laptops should be shut down with power and battery removed, do not blow too close to hardware). Use computer cleaning alcohol wipes (Never window cleaner, it degrades LCD screens) to clean your monitor.

Clean your computer's software. Run a Windows disk cleanup to clear your Recycling Bin and Temp files. (Open Disk Cleanup by clicking Start, All Programs, Accessories, System tools and choosing Disk Cleanup. In the Drives list, click the hard disk drive that you want to clean up, and then click OK. In the Disk Cleanup dialog box, on the Disk Cleanup tab, select the check boxes for the file types that you want to delete, and then click OK.)

Clear your browser cache. This depends on your browser, Ctrl+Shift+Del in Firefox and Chrome, Tools and Internet Options in Internet Explorer.

Flush your computer's DNS. Click Start, type **cmd** in the search box and hit enter. Type **ipconfig /flushdns** and hit enter. Close the command prompt when finished.

If you feel uncomfortable doing your own maintenance, we're always here to help!

CR&D

In winter, I plot and plan. In spring, I move.
Henry Rollins

Thinking About Business Continuity

Pronets recently became an authorized Channel Partner of datto, the preferred provider of backup, disaster recovery and business continuity solutions.

What does this mean for you as a client? It means you have access to one of the most competitive and effective offsite backup and data recovery solutions on the market today as well as the tools necessary to ensure business continuity.

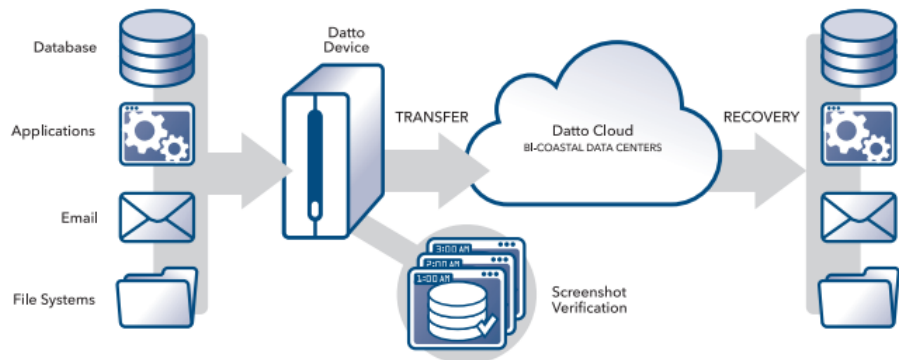
What does business continuity mean to you? It should mean no business downtime, even in the event of a natural or technical disaster.

Odds are your business will experience a server failure, power outage, or even a natural disaster that takes down your IT system. Is your data backed up? Can it be restored in a timely manner? Can you operate during restoration? How would you operate without your data?

According to IDC, at least 15 percent of small to medium-sized businesses are doing absolutely no data backup. Is that you? Or, perhaps you're one of the 60% that is only backing up on a local, onsite storage device. If that's true, should your local device be destroyed, your data will be lost forever.

We're happy to offer the first-ever backup and disaster recovery solution designed specifically for small business. It has the power of an enterprise solution, yet it's robust, affordable, and super easy-to-use. And it can fit in the palm of your hand!

Below you can see how simple backup, storage, and recovery are with datto! **Call today to ensure business continuity for your small business. Better yet, we can manage the whole process for you.**



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