# FEBRUARY 2022

# HELP YOUR TEAM GET MORE DONE: TURN WORK INTO A GAME

Even the most exciting workplace is packed with dull tasks that have to be done for smooth operations. But human brains don't embrace boring tasks with passion.

The answer is to make the tasks fun. Have you heard of gamification? It's a way of making something more motivating by turning it into a game.

For example, you could offer a reward for new staff completing a series of onboarding tasks. How about a personalised mug with their usual drink order printed on the side? When you need to train staff, don't just make them sit through training videos. Add in interaction. Perhaps they could complete an interactive quiz along the way?

The ultimate gamification is awarding points and using leader boards. This helps your team feel their work is being recognised, and can also strengthen their feelings of belonging.

Just be careful not to constantly reward only the same top achievers. Have spot prizes to publicly reward any member of your team for positive behaviour.

## DID YOU KNOW?



### Safari's busy protecting you

If you use Safari, maybe you've noticed its boasts about blocking "x" number of trackers from profiling you. But what does that really mean?

It has nothing to do with malware or being hacked. Rather, it means the browser has stopped the websites you visit from tracking:

- Your movements across the web
- Your IP address
- And even your location

It does this by blocking third-party cookies from being stored on your device.

You'll probably notice that the number is usually high. That means there's still a way to go to get more privacy online.







# IS CYBER SECURITY TRAINING REALLY NECESSARY?

### This is a question we often hear. And the answer is always a resounding YES!

Software can only protect you to a certain level. It's humans who are the first line of defence against the main cyber security attacks.

If you can teach someone to spot a bad link in an email and not click it... then you don't need to worry so much about mitigating the effects of the cyber-attack they unwittingly unleash.

Regular training doesn't just help your staff help you. It can also build a culture of security awareness within the business.

Staff find it very hard to act against a culture. They'll think "if no-one else bothers to check links before clicking them, why should I?". That way of thinking also works the other way.

Regular training will also help you identify areas where your security isn't as robust as it could be and make appropriate changes.

If you don't already invest in cyber security training, please do consider it this year. The benefits are massive and far outweigh the investment.



Now that many of us are working remotely, safe and secure transport for our devices is a must.

The Nordace Siena smart backpack is perfect.

Not only does it look good, but it has a padded laptop compartment, a USB charging point and a secret pocket for valuables.

It even has a fleece-lined sunglasses pocket.



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### QUESTION

Can l print straight from my Android device?

### ANSWER

Yes if your printer has Bluetooth or Wi-Fi. On your phone switch on Default Print Service in the settings. Open the file you want to print. Tap the menu (the three dots), print and select your printer.



# QUESTION

How do I see how much space apps are taking up?

### ANSWER

In Windows 10 and 11 go to Settings -> System -> Storage. Tap on Cleanup recommendations to see what software you're not using and could remove.

### QUESTION



Does turning it off and on again really work?

### ANSWER

Often, yes. Restarting any device allows it to refresh every process, which can often solve small annoying problems.

