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"As a business owner, I know you don't have time to waste on technical and operational issues. That's where we *shine*! Call us and put an end to your IT problems finally and forever!"

Bryan Lachapelle, President

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b4 networks

Declare Freedom From High Costs & Risks By Throwing Out Data Now

Do you have mountains of information stored on your server that you'll never use, but feel like you should keep? You are not alone. Given expanding regulatory rules, some businesses save every bit of data they have, just to be safe.

You may be thinking, "What's the big deal in keeping everything?" While it is true off-site data storage costs have gone down by about 25% every year, the fact is that keeping your data forever can create big management challenges and lead to retrieval headaches. Most often companies that save everything don't do so because they think it's the best way, but because they aren't sure what needs to be saved.

Every organization needs to save data for its own purposes, such as transactions, accounting records and so on. Not only that, but industry regulations require companies to save certain kinds of content for a prescribed period.

So what should you be doing? Here are 4 data-retention strategies you must consider:

1. Start with the storage analysis, not the storage technology or procedures.

Know what data has to be kept and for how long. Many times requirements are dictated by industry or legal requirements.

2. Segment user populations.

Use categories such as executives, back-office employees, sales and people who deal with the company's intellectual property and treat their data differently.

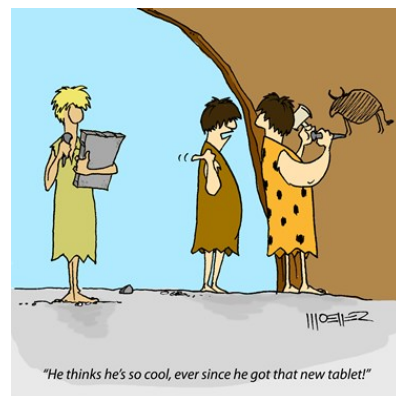
3. Be precise and consistent with data-retention policies.

4. Don't confuse backup with archiving.

Since backup systems don't generally have the granular control needed to save some types of information for a short time and others for longer, using them as archival systems can be costly and risky.

We can assist you in identifying best practices and cost-effective software tools for your business.

Contact us by July 31st at 905-346-4966 to receive a FREE DATA STORAGE AUDIT (normally \$359!).



How To Use Your Client/Prospect E-mail List To Significantly Improve Your Results With Facebook Ads

For many businesses, advertising on Facebook can be a big time and money pit. Even though Facebook is the #1 social media tool, it can be difficult to get a great ROI since you're marketing to a wide range of prospects. The biggest problem is getting a qualified prospect to "Like" your company Facebook page so you can market to them...but who goes out and likes a potential vendor's page? Nobody, that's who! And if you market based on demographics, then you're targeting a bunch of people who don't know you on a platform where they're not looking for your product or service in the first place. They are there for cat pictures and videos of their 2-year-old nephew. The answer that solves a big part of this dilemma..."Facebook Audiences."

Facebook Audiences allows you to display your Facebook ads specifically to just about anyone that you have an e-mail address for, without them even knowing you are marketing to them **this way**. Plus, based on market testing, ads directed to a targeted "house list" instead of demographics- or interest-based lists cost about 75% less with 4x the results. Not too shabby.

So ask yourself...who do you have e-mail addresses for? Clients... Prospects... Membership lists from groups you belong to... E-mail opt-ins... You can segment your list in any way you want.

Have a list of clients or prospects who expressed interest in a product but never bought? Create an audience of just these people to remind them about the product with a special Facebook offer. The list segmentation is nearly endless.

Using Facebook Audiences, you upload your e-mail list to Facebook and they will match these e-mail addresses up to Facebook user accounts.

Not everyone has a Facebook account, but based on our testing so far, somewhere between 35%-60% of your e-mail list should match up with Facebook.

To find out more about custom audiences and how to get started, simply Google "Facebook custom audiences" and you'll find all of the "how to" that you need.



Shiny New Gadget Of The Month:

Inflatable Movie Screen



This 120-inch-diagonal air blown Inflatable Movie Screen is perfect for family movie nights and block parties, because everyone can see it all on this big screen in your backyard! The giant outdoor movie screen can be set up and inflated in minutes, ready to show movies, TV shows, cartoons, sporting events or even video presentations. This inflatable movie screen is also great to use indoors or out for fund-raising events, festivals or prom parties, providing a drive-in movie experience everyone will enjoy.

You can even hook up your game console to your projector (not included) to play video games for "tremendous" fun! And since this outdoor movie screen is portable, you can take it along to your summer cottage or company picnic!

This awesome addition to your family life AND your business can be found at www.skymall.com for about \$250.

Tek Tip of the Month

Zoom In on Web Page Text

Do you ever run into web sites where the text is too tiny to read? On most pages, you can quickly and easily increase the font size of the text, and it's really simple.

Just hold down the **CTRL** button on your keyboard and scroll your mouse wheel up to zoom in (scroll down to zoom out) and you can resize the text to your liking!

Alternatively if you prefer all keyboard shortcuts, you can hold down the **CTRL** button on your keyboard, and use the + and - key on your keypad.

Note: This trick works in most Microsoft Office Tools as well.



Alex Vandersteen
Network Administrator
MCP, MCTS

Client Spotlight

CEM was established in early 2001 by Martin Lensink. CEM was established as an engineering consulting firm, focusing primarily on cogeneration and energy management with the goal of providing solutions to the energy and environmental sectors.



Typical clients whom CEM serves includes the following:

Industrial customers: Who convert raw materials into finished goods, especially any plant with an energy intensive process. CEM is particularly drawn to industrial clients where energy represents 5% to 20% of the cost of goods sold, particular examples of this where CEM has extensive experience include paper mills and food and beverage plants.

Public Sector organizations: Such as municipalities, universities, colleges, schools, and hospitals. Besides supplying technical expertise in electrical and thermal energy to public sector clients, CEM routinely helps out with innovative financing solutions, as well as maximizing access to grant programs.

Developers: That is any organization who is prepared to put capital at risk, such as Independent Power Producers, Energy Service Companies, District Energy Providers, and Private Sector Infrastructure Developers.

Phone: 905-935-5815, Email: info@cemeng.ca

Guest Article - by: Mike Michalowicz The Top 5 Movies Every Entrepreneur Must Watch

1. Miracle On 34th Street

What You'll Learn: The greatest lesson in salesmanship that no one follows.

The Entrepreneur's Lesson: Santa Claus, working at Macy's, goes out of his way to help customers, often encouraging them to shop elsewhere for the best deals. Instead of losing customers, Macy's becomes overwhelmed with customers seeking Santa's help. Macy's sales increase simply by doing what's best for the customer – too bad they don't do this in the real world, but *you* should.

2. Click

What You'll Learn: What it's like to fast-forward life.

The Entrepreneur's Lesson: Adam Sandler wants to keep fast-forwarding to the major accomplishments of his career. He loses the balance between work and home, and misses the lessons hidden in life's daily routine. Entrepreneurs are generally of the "I want it all now" breed, and this movie will show you how wrong that is. Take the good with the bad, and never stop pursuing your entrepreneurial AND family dreams.

3. Glengarry Glen Ross

What You'll Learn: Lying, cheating and stealing never work long-term.

The Entrepreneur's Lesson: Hard-close sales work...for a single sale. Ultimately

your reputation is ruined, and deceived people lie in your wake. This movie is all about what not to do as an entrepreneur. Unfortunately, too many businesses still follow these practices. Get in an industry with a "Glengarry" reputation and be honest, reliable and go out of your way to be helpful. Your business will flourish.

4. Office Space

What You'll Learn: If you don't like what you are doing, change.

The Entrepreneur's Lesson: Follow your gut. If you hate what you do, change. Just don't steal – that never works. Instead, find your passion and pursue it. And if you already own a business you love, don't mess with Melvin. He might just burn down your entire building.

5. Jerry Maguire

What You'll Learn: What you expect when launching your business never comes true.

The Entrepreneur's Lesson: Hands down, the best movie of all time for entrepreneurs. Jerry leaves his big-money agency position to go out and start his own shop. Just like any entrepreneur who leaves to start their own business, he suspects every client will leave with him. There is no easier way to start a business, right? This movie shows the real deal. Nothing ever goes as planned.



MIKE MICHALOWICZ (pronounced mi-KAL-o-wits) started his first business at the age of 24, moving his young family to the only safe place he could afford – a retirement building. With no experience, no contacts and no savings, he systematically bootstrapped a multi-million-dollar business. Then he did it again. And again. Now he is doing it for other entrepreneurs. Mike is the CEO of Proventus Group, a consulting firm that ignites explosive growth in companies that have plateaued; a former small-business columnist for The Wall Street Journal; MSNBC's business makeover expert; a keynote speaker on entrepreneurship; and the author of the cult classic book *The Toilet Paper Entrepreneur*. His newest book, *The Pumpkin Plan*, has already been called "the next E-Myth!" For more information, visit <http://www.mikemichalowicz.com/>

The Lighter Side A Summer Roast



Q: What did the pig say at the beach on a hot summer's day?

A: I'm bacon!

Q: What do you call six weeks of rain in Scotland?

A: Summer!

Q: How do you prevent a summer cold?

A: Catch it in the winter!

Q: When do you go at red and stop at green?

A: When you're eating a watermelon.

Q: How do men exercise at the beach?

A: By sucking in their stomach every time they see a bikini.

Q: What do you call a dog on the beach in the summer?

A: A hot dog!

Q: Why do bananas use sunscreen?

A: Because they peel.

Q: What's that new summer pirate movie rated?

A: It's rated AARRRRR!

Q: What's the best day to go to the beach?

A. SUNDAY!

Need Help Right Away? Call our team 24/7 at 905.346.4966.

TRIVIA

CHALLENGE

The Winner of last month's Trivia Challenge Quiz is **Nicole Dolch** from **Goldhawk Accounting**

This month's winner will receive a \$50 Gift Card to

This month's trivia question is:

July 1 (Canada Day) Was Originally Called

- North America Day
- Dominion Day
- Governor General Day
- Parliament Day

To enter, visit the website below or email me: bryan@b4networks.ca and answer the question below.

www.b4networks.ca/trivia

Submit your entry by the 25th of the month, and if your answers are correct, your name will be added to the draw for a \$50 Gift Card.

*See website for full trivia rules

The B4 Networks Family



Top Left: Nate Feeding the animals at ZOOS.



Top Middle: Aiden at ZOOS enjoying watching the animals with Mom (Amanda)



Top Right: Kiera playing soccer with her dad (Mike)



Middle Left: Alex enjoying summer fun on the water.



Middle Right: Siena and Mike enjoying Canada Day celebrations.



Lower: Sharon and Sera, on the way to Ripley's Aquarium for Sera's first B-Day!

3 Microsoft Excel Functions Certain To Make Your Company More Productive

Microsoft Excel is such a powerful tool. We all know it, but most of what we use the program for are simple calculations and data collections while we know there is so much more there. The problem for most is that there are TOO MANY functions and tools to use, so we get lost, don't know what we could or should use and don't even try.

To help you out, we've picked 3 of our favorites to share with you. Using any one of these functions is certain to improve your company and make you more productive.

- Conditional Formatting.** Did you know that you can apply this simple tool to a collection of data and Excel will automatically format your data via color coding so it will "pop out" based on any criteria you choose? If you have any size data set that you need to analyze, this function greatly simplifies your job.
- CountIF, SumIF and AVERAGEIF.** These rarely used functions are amazing when you apply them. If you have a spreadsheet full of data with common classifications or labels, you can easily count, sum or average each label using

these 3 formulas. And the supercool part is that if you update any data, your functions will automatically update based on your changes. If you've never used any of these 3 IF functions, give them a whirl on your next spreadsheet.

- Paste Special.** I'm sure you may have used this function before, but you probably never realized the power it contains that we hardly use. Use the paste special function to convert your spreadsheet data from rows to columns (and vice versa), divide (or multiply) a whole series of numbers and more!

Services We Offer

- General Computer / Network Repair and Troubleshooting
- Network Design & Implementation
- Backup and Business Continuity Solutions
- Anti Spam & Email Solutions
- Virus and Spyware Protection
- Network Security / Firewall Solutions
- Commercial Wireless Networking
- Fixed Cost Monthly Managed Services
- Remote Monitoring and Diagnostics, Troubleshooting and Repair
- Project Management
- Technology Consulting
- Hosted Exchange Service
- Cloud Services



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We Make Technology Work!

