



# **7 FATAL COMPUTER MISTAKES EVERY HERVEY BAY RESIDENT SHOULD KNOW**

*I.T. Systems*  
System Solutions Th@t Work



**Nobody likes having a slow, broken or unusable computer or network – and for good reason!**

**Having a computer that works optimally allows you to relax and focus on using your device to the best of its abilities.**

**Now you can find out some of the industry secrets that will help you to make the most of your I.T and avoid some of the common pitfalls that most people make.**

**Jonathan Dolman**

**Director**

**I.T. Systems**



**Provided as an educational service by:**

I.T. Systems

Melroy Place, Shop 1/53 Torquay Rd, Pialba QLD 4655

email: [support@itsystems.co](mailto:support@itsystems.co) tel: (07) 4128 7959

*I.T. Systems*

*System Solutions That Work*

(07) 4128 7959 | [support@itsystems.co](mailto:support@itsystems.co)

# 7 FATAL COMPUTER MISTAKES EVERY HERVEY BAY RESIDENT SHOULD KNOW

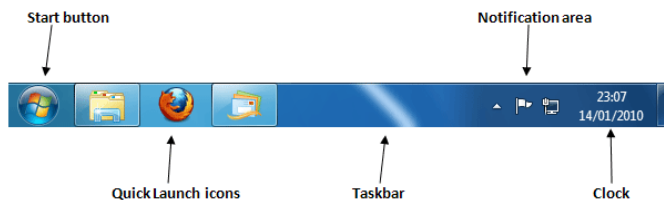
How Many of These Computer Mistakes Are *You* Aware of?

## 7) Allowing Your Computer to Run Too Many Start-up Processes

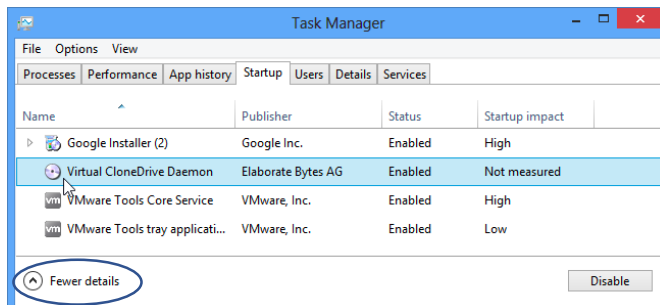
Having a great deal of start-up processes running as soon as your computer boots up will really slow things down.

To fix this, go to the start-up tab or start-up items and disable anything you don't need. Your computer will start up and run faster as a result.

Windows 8, 8.1, and 10 make it really simple to disable start-up applications. All you have to do is open up Task Manager by right-clicking on the Taskbar



or using the CTRL + SHIFT + ESC shortcut key, pressing “Task Manager”, clicking “More Details,” switching to the Startup tab, and then using the Disable button.



It's really that simple. If you aren't seeing these options, make sure to click “More Details,” which is in the same place as the “Fewer details” that you see on the screenshot above.

*“Doesn't it sound relaxing to turn on your computer and then go make a cuppa while it starts up? Not when you turned it on to get something done it isn't! Slow start-up times are almost always caused by too many programs fighting to start-up all at once, and most of the things starting automatically aren't needed!” – Darren, I.T. Systems Technician*

## 6) Inserting Your USB Upside Down & Continually Trying to Push It In

Aggressively pushing your USB into the USB-port can easily cause damage to the port and prevent you from being able to use a portable drive whatsoever.

Make sure to line up the USB stick with the port before slotting it inside.

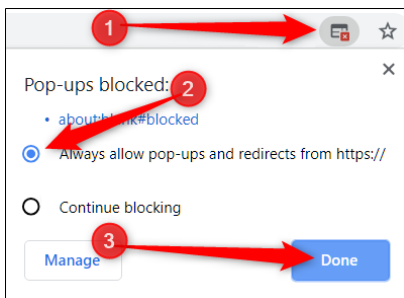


(USB port damage)

## 5) Not Blocking Popups

Do you have popups relentlessly cluttering up your desktop? They will also slow down your browser and may allow a third party to mine your personal information.

To stop this from happening, you can install a web browser extension that blocks these annoying popups from appearing. However, when looking for an extension to download make sure it's legitimate.



One way to do so is to find online reviews from a third-party source or seek a recommendation from your local computer technician.

## 4) Not Giving Your Computer Space to Breathe

If your computer is on carpet or up against a wall it can cause heat to build up and if it can't dissipate, it can damage the hard drive and other components.

Laptops are also often left sitting on beds or couches which blocks the vents.

Make sure your computer or laptop has space to breathe and also remember to vacuum around your computer when it's stored under a desk to remove dust and avoid a build up from happening.

## 3) Not Installing Your Latest System Updates

Foregoing system updates can introduce a level of potential instability, and can leave your computer open and vulnerable to attack from a hacker or malware which can cause serious damage to your data and potential for identity theft.

When your operating system recommends an update, make sure to complete the update as soon as possible.

## 2) Not Backing Up Your Important Files

One of the worst mistakes anyone can make is to not prepare for the worst possible outcome. Today, there are many different ways to back up your important information that there is no excuse for not doing so.

Software can be reinstalled but your data could quite possibly be lost forever.

Remember these aren't just files being lost, they could be precious memories and critical personal information that you can't afford to use.

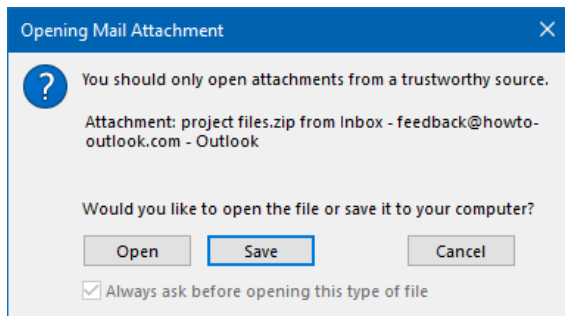
With all the varied backup technologies available it can be hard to find the right fit for your data, we can help. We'll also give you a **FREE health assessment and physical clean** when you purchase back up services from us within the next 7 days. [Call \(07\) 4128 7959 now!](tel:0741287959)

*"Finding out that your backup is not working is a dreadful feeling, I make sure that all my important data is backed up locally and in the cloud."* – Peter, I.T. Systems Technician

## 1) Opening Your Email Attachments Without Caution

A common method of being infected by a virus is from opening email attachments. One of the most lethal tactics utilised by malicious users is to send email attachments from people you know and trust like friends, family and co-workers.

Never download a file or attachment from a source that you don't know and be extremely cautious and doubtful on opening files even sent from people you do know. You'll avoid a heap of viruses and malware by doing so.



To help prevent this problem it is always advisable to have virus protection that integrates with your email.

We can also install virus protection software on your device, run a virus scan or if it's already too late, provide a professional virus removal service for you.

As a new customer, we will give you a **FREE health assessment and physical clean** of your device when you purchase and install ESET (Antivirus and internet security software) with us over the next 7 days. [Call \(07\) 4128 7959 now!](tel:0741287959)

*"I have also nearly fell victim of these cruel scammers, I've received emails from friends email accounts which haven't been sent by them at all, luckily the subject looked odd and my ESET picked up on it!"* – Jake, I.T. Systems Technician

# Your Customer Bill of Rights

**Here is what we promise to deliver if you choose I.T. Systems to service your computer or company network:**

- ✓ When you call us with a computer problem, we guarantee that your phone call will be either answered immediately or returned within 60 minutes or less by an experienced technician who can help.
- ✓ You deserve to get answers to your questions in plain English. No computer-babble. Our technicians will not talk down to you or make you feel stupid because you don't understand "geek speak".
- ✓ You deserve complete satisfaction with our products and services. We will do whatever it takes to make you happy. No hassles, no problems.
- ✓ You should EXPECT that no damage will be done to your machine or your data. Before we start working on your computer or network, we will evaluate your problem and alert you to any potential risks involved in fulfilling your job.
- ✓ If there are any risks, they will be explained in full, and your authorization and agreement will be obtained before the work commences. You can also choose to have your data backed up before we start any work on your machine.

**A large proportion of our business comes about because of referrals from happy, satisfied customers. We want you to recommend us and we know that you will only do this if you are delighted with the service we provide you.**

**That is why we work so hard to go above and beyond the call of duty.**



***I.T. Systems***

System Solutions That Work

(07) 4128 7959 | support@itsystems.co

## Don't Just Take Our Word For It; Read What Our Previous Customers Have Said...



*"Super quick at fixing my pc, also managed to get all my data back after a failed hard drive! Super happy! Would recommend to anyone!"* – **Melissa Duke, Home User**



*"I have dealt with the guys @ I.T. System's over the last 3 yrs with various PC issues and can say the service is the best you come across. Very professional"* – **Chris Bell, Home User**



*"Fast and friendly service from the guys at an affordable price. Would highly recommend them to anyone in the future"* – **Joannah Stewart, Home User**



*"Great customer service, first choice for computer needs!"* - **Nash Sudlow, Home User**



*"Great friendly and helpful customer service from Jon and the team. Super fast turnaround and at a reasonable cost. Thank you everyone. I appreciate you getting my laptop running again for me"* – **Karen Cherrett, Home User**



*"Changes within the business have seen I.T. Systems aid us in our move to centralising all of our infrastructure, in line with corporate strategy. With a wealth of corporate knowledge and keen understanding of business requirements, they were able to guide us through some of our concerns perfectly"* – **Max Voigt, General Manager, CQMS Razer**

**I.T. Systems**

*System Solutions That Work*

(07) 4128 7959 | support@itsystems.co

**For All New Customers:**

## **Would You Like A \$200 Value Computer Health Assessment & Clean... For FREE?**

As a new customer, we would like to offer you a **\$200 Health Assessment & Clean** of your computer or laptop for FREE.

During this service we will do a comprehensive audit of your device to look for effects of many of the mistakes presented above which may cause your computer to run slow, act funny, crash or lose data.

We will:

- Physically clean your computer
- Scan for hidden spyware, malware, and viruses that MOST anti-virus tools and software can't detect or won't remove
- Check for security updates
- Review your firewall and security settings
- Check the integrity of your hard drive
- Audit your virus definitions and protection
- Review your system backup and restore
- Remove unwanted programs and ad-ware that slow down your PC

**All you have to do is contact us for ANY computer repair or service and we'll do this comprehensive assessment for FREE!**

## **How To Request Your FREE Computer Health Assessment & Clean:**

Call our office at [\*\*\(07\) 4128 7959\*\*](tel:0741287959) or email [\*\*support@itsystems.co\*\*](mailto:support@itsystems.co) to tell us about your computer problem and schedule your repair/service with a FREE assessment and clean.

***I.T. Systems***

System Solutions That Work

(07) 4128 7959 | support@itsystems.co