

OCT, 2020

NEWSLETTER ARCHIVE

Realize Insight



Keeping you up to date with tips and insights into what's happening in today's business technology environment.

Tech Tip 1

Delete an entire word Instead of deleting a single letter

Have you ever wanted to delete an entire word instead of one letter at a time? Left-click once after the last letter. By pressing Ctrl + Backspace, you can delete the entire word behind the cursor. This function makes deleting text much quicker. Works in MS Office.

Tech Tip 2

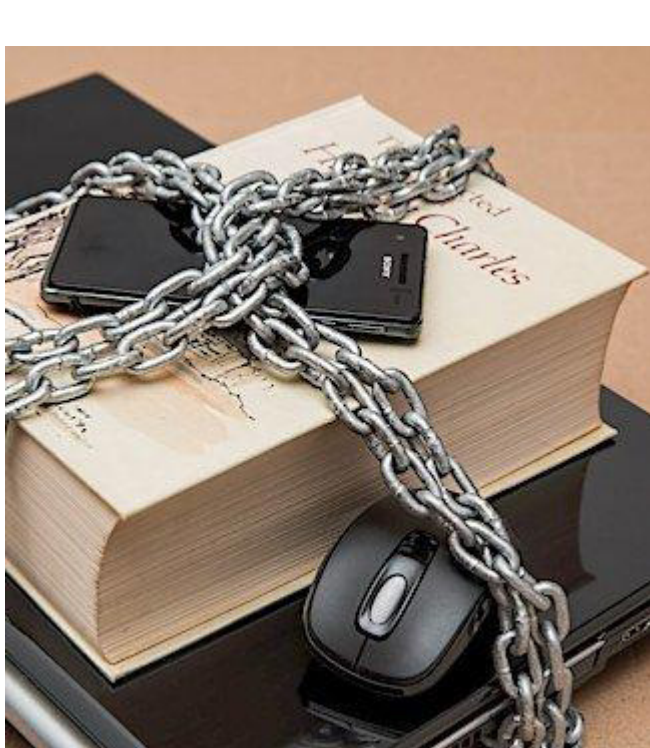
How to view your system information window

When you need to view basic information about your computer, just press Windows + Pause/Break and the System Information panel will be ready to go. This is also a quick way to find your "computer name". This might be the only use for the Pause/Break key you will ever find, so enjoy it!

Cybersecurity Tip: Keep Your Mobile Devices Secure

Just like computers, mobile devices have their vulnerabilities, and hackers are learning how to exploit those weaknesses with each passing day. However, using your device responsibly can keep it more secure. Here are some ways to do that:

- Use a secure password or PIN
- Install new updates ASAP
- Only use apps from trusted developers
- Keep personal information out of text messages
- Protect your mobile phone number



Special Offer 1

Free PC Tune-up

This offer is good for one PC of your choice. We will schedule a time for the PC to be dropped off at our office. Our techs will check the overall health of the PC and perform steps to optimize the PC's performance. They will also install all available security updates and verify the security software and settings at no charge. **(\$200 value)**

[Sign Up](#)

Special Offer 2

Free Website Analysis

Is your website working for you? How easily can your customers find you? Is your website sending the correct message to your customers? We will analyze your website and (Google) search engine optimization and provide a report. **(\$150 value)**

[Sign Up](#)



Current Events at Realize Information Technology



We understand that the complexity of today's technology can be difficult to keep up with, especially with everything else in the business world.

This is why it is our mission to remove the stress and frustration associated with technology from our client's lives. Our sister company, *Luke 5 Marketing, LLC*, has helped dozens of our clients update their websites to look more professional, be mobile friendly and deliver more traffic, clients and sales. In order to expand our service offering, we

have merged *Luke 5* into Realize Information Technology, LLC.

This new division is known as "**Realize Web Services**". We offer website development, hosting and maintenance as well as Search Engine Optimization, Social Media Marketing, Review management and many other Internet Marketing Services. Please take us up on our **free website analysis** offer in this newsletter (above).

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