



BUSINESS TECHNOLOGY QUARTERLY

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Microsoft plans to replace Vista with Windows 7... hopefully in 2009



By Mark Torello

Reports indicate Microsoft is planning on releasing the next PC operating system to replace Vista by January 2010, but many hope it will be completed and launched within the last few days of 2009. While Microsoft operating systems still power about 90 percent of the world's PCs, Vista has only racked up an 18 percent share since launch.

Microsoft says the new version, Windows 7, is designed to operate like a "tighter" version of Vista.

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A Case for Patch Management

By David Modzelewski

Almost everyone using a Windows-based PC is familiar with software patching. Each month Microsoft rolls out a new set of patches for critical security holes in Windows. The security and stability of your network may depend on the installation of these updates.

Generally, when dealing with Microsoft patches there are

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In-House News

The Technology Group, LLC Welcomes New Talent

The Technology Group, LLC welcomes James Amenta, MCSE, CCNA, CCVP as a Network Engineer and David Modzelewski, CCNA as Systems Engineer.

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Nonprofits Brace for Fallout – What can you do?

By Camille Livsey

We all keep hearing it. There are articles in almost every publication. Television news reports about the struggling economy and its effect on nonprofits.

Organizations are seeing federal grants ending, fearing state reduced funding due to state deficits, and reduced corporate, foundation and individual giving due to the downturn in the stock market.

Worse, when the economy is suffering, the demand for nonprofit services is higher.

Now is the time when your accounting, fundraising and operating systems need to be operating at peak efficiency to help you survive. Does your

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Internet Misuse – A Growing Concern



By Michael Brown

In our Spring Quarterly Newsletter, we reported some of the Sans Institute figures regarding the misuse of the Internet at the workplace.

These figures showed as many as 50 percent of all companies have fired employees for misuse of the Internet. Of those, 84 percent included inappropriate content violations. Other estimates indicate U.S. companies lose as much as \$759 billion a year in productivity loss due to Internet misuse.

With recent economic woes, and most businesses tightening their belts, you're probably asking yourself: How can we prevent this?

The answer is surprisingly simple. Institute an "acceptable-use" policy to help define what is and isn't allowed. Many companies have also added Web monitoring and filtering suites to help enforce these policies. These can range from complex appliance-based solutions to simple network monitoring packages.

Solutions such as Sonicwall, Websense, and WebMarshal offer a range of features, such as Web page filtering, and content filtering. These offer monitoring and blocking of known hazards like social networking, and adult sites.

Additionally, many offer content filtering options that block instant messaging (IM) and peer-to-peer (P2P) applications. Security features such as network monitoring, malicious code, spyware, and virus blocking are often part of the available features.

If you have questions on which solution is right for your organization, contact The Technology Group and let us help you find the best fit. ■

Small Business Communication System from Cisco

By James Amenta, MCSA, CCNA, CCVP

Struggling to find a replacement to your outdated phone and network system at an affordable price? The UC500 from Cisco may be the ticket. The UC500 is an "all-in-one" system for small to mid-sized offices - 8 to 64 users - and performs the following functions:

- Phone System - including Cisco Unified Communications



- Voice Mail – Supports up to 64 mailboxes with IMAP integration, so voice mails can appear in your email.
- Security – Integrated firewall, VPN capable for up to 10 users, teleworker support with secure remote voice extensions, site-to-site VPN, AES and 3DES for IPSEC, as well as an Intrusion Prevention System (IPS)
- Call Connector for Microsoft Office – CTI desktop integration with common CRM applications
- LAN Switching – Supports Fast, Gigabit, and Power over Ethernet
- IP Phones – Supports all IP phones available from Cisco.
- Secure Routing – Advanced secure router supports RIP routing protocol and QoS (Quality of Service)
- Wireless – 802.11g wireless is also available with this unit

The UC500 is a feature rich product designed to ease the burden faced by many organizations. All you need is an Internet connection and you can connect with other offices running the UC500 and call between offices without charge. The site-to-site VPN allows for a secure connection between offices.

Call The Technology Group to discuss if this system will work for you. ■

Join Us!

Upcoming Sage MIP and Sage FR50 Seminar

Informational Seminar & Free Breakfast!



Cash Management is critical in these economic times. Does your current software offer the tools that will help you?

Thursday January 15, 2008
New Haven Lawn Club, New Haven, CT

Breakfast & a Free Demonstration of Sage MIP Fund Accounting & Sage Fundraising 50

8:30 – 10:00 am: Sage MIP Fund Accounting Software

The Oct. 2007 issue of the CPA Technology Advisor awarded Sage MIP Fund Accounting version 8, five out of five stars overall, in the publication's annual review of "Not-for-Profit" accounting systems.

10:00 am – Noon: Sage Fundraising 50

The most cost-effective and complete fundraising management tool. Powerful, yet easy-to-use

- Hosted by non profit accounting and fundraising system experts
- Comparison to Blackbaud's products
- Promotional discounts for attendees only

Register for one or both today

by calling Camille Livsey at (860) 524-4465 or via email at clivsey@thetechnologygroup.com

STOP Sage Fundraising 50 Version 8.1 System Requirements Have Changed

With the transition to Microsoft SQL Express from Sybase SQL Anywhere, the system recommendations for Sage Fundraising 50 version 8.1 have been changed to accommodate the more robust database engine. Anticipated release of version 8.1 is between November 2008 and February 2009. Make sure you are up to speed with these requirements before updating to version 8.1.

Contact us at 860-524-4400 for a free fax detailing these requirements or for more information on components, system requirements and recommendations.

Windows 7

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Vista, launched in 2006, was widely criticized as a system hog that slowed down PCs and was not compatible with many printers.

Microsoft has pledged that Windows 7 will be fully compatible with all relevant devices and applications.

Windows 7 will highlight faster boot-up time, features optimized for laptops, and touch-screen capability allowing folder selection and program control without a mouse.

Instead of pre-loading tons of fat features, the new software will allow you to download them for free if you choose from the Microsoft Web site.

Apple's Mac computers are getting popular, and many functions are being made available on mobile phones and the Internet. Google's Office Suite of programs, with online word processors, spreadsheets and presentation programs is a perfect example.

We advise business clients to stay with Windows XP unless there is a compelling reason to upgrade.

Home users should be okay if they have recently purchased printers and devices.

Patch Management

(Continued from page 1)

two options for deploying them in a timely manner: (1) Set the update policy on each machine to automatically download and install patches; or (2) Install and configure a patch management server.

Many patch management solutions keep an ongoing log of installed security patches, allowing a network administrator to verify every workstation is getting patched regularly, or investigate if any aren't.

This ability to audit your patch deployments helps if your organization is subject to state or federal regulations and makes compliance easy to demonstrate.

Bandwidth control is another benefit. Setting all your PCs to download and install updates automatically will work, but when every PC in your organization tries to update at the same time, your network will encounter substantial slowdown.

Patch management solutions download all of Microsoft's patches to one location on your network. When PCs check for updates they look to your patch management server rather than the Internet.

Removing this bandwidth hog allows users to work more efficiently.

Some patch management solutions can offer centralized roll out of non-Microsoft patches and applications.

Additionally, a patch management solution offering centralized application patching allows the administrator to configure the patch deployment and select which PCs it will be deployed to, potentially saving hours of administrating work.

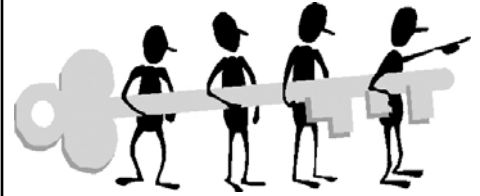
"...the benefits are worth it, ultimately leading to reduced support costs and a more reliable infrastructure"

Another important consideration is the ability to test patches before they are deployed throughout the organization.

Patch management solutions give administrators the ability to selectively approve or deny specific patches, so sufficient testing can be done to ensure they don't break critical applications. This results in less unexpected downtime and a more reliable infrastructure.

Even without an official set of "test machines" an administrator can limit deployment to a few machines and observe the effects before doing a full deployment.

Implementing and maintaining a patch management solution may seem daunting, but the benefits are worth it, ultimately leading to reduced support costs and a more reliable infrastructure; two things that any organization's IT environment could benefit from. ■



SECURITY NEWS

Dept of Defense Bans Thumb Drives Due to Worm (Sans Institute in part)

To halt the spread of a worm through US Department of Defense computer systems, the commander of US Strategic Command has banned the use of all removable data storage devices, including USB drives, CDs and flash media cards.

The worm is called Agent.btz, a variant of the SillyFDC worm. It spreads by copying itself onto USB drives and other removable data storage devices and infecting the next device to which they are attached.

Teen Hacker Admits Wrongdoing (Courtesy Sans Institute)

A teenage hacker from Massachusetts, who uses the online name "Dshocker," pleaded guilty to charges of computer intrusion, interstate threats and wire fraud. Allegedly the 16-year-old broke into multiple computer systems, recruited computers into botnets, spoofed emergency phone calls to elicit SWAT responses, and made fraudulent purchases

(Continued on next page)

with stolen credit card information.

Virus Shuts Down Three UK Hospitals

(Courtesy Sans Institute)

A computer virus has shut down the computer systems at Barts in the City, the Royal London Hospital in Whitechapel and The London Chest Hospital in Bethnal Green. Engineers worked through the night but failed to fix the problem.

Stolen Laptop Not Encrypted Despite Security Policy

(Courtesy Sans Institute)

The data on a North Carolina Department of Health and Human Services laptop computer stolen in October was not encrypted, despite a department security policy that required encryption of sensitive information. The computer holds personally identifiable data, including Social Security numbers (SSNs), of more than 85,000 individuals. At least one other NC DHHS laptop holding sensitive data was reported stolen this year, and two other laptops reported stolen may also hold personal information.

Spyware Infiltrates International Monetary Fund Computers (Courtesy Sans Institute)

Attackers broke into the International Monetary Fund's (IMF) computer system earlier

this month. As a precaution, the IMF temporarily cut off its connection to the World Bank. According to reports earlier this fall, the World Bank's computer system had been under attack over several months. IMF officials became aware of spyware was spreading through its computer system on Nov. 7.

Microsoft Patch Tuesday Includes Fix for Seven-Year-Old Flaw

(Courtesy of the Sans Institute)

Microsoft has issued two security bulletins to address vulnerabilities in Windows 2000, XP, Server 2003, Vista, Server 2008 and Office 2003 and later versions. MS08-069, which has a critical rating, addresses remote code execution issues in Windows XML Core Services versions 3.0, 4.0 and 6.0. MS08-068 has been given a rating of important by Microsoft. It involves a vulnerability in Microsoft Server Message Block that could be exploited to allow remote code execution as well.

Other News

Intel Launches New 'Nehalem' Processor Line with Help from Dell, Gateway

(Courtesy of Scott Ferguson of Eweek.com)

Intel officially launches the first of its processors based on its new architecture, code-named Nehalem, and

Gateway and Dell line up behind the chip maker with new high-end desktops. Intel releases three of its new Core i7 processors Nov. 17 at an event in San Francisco and will likely follow with more Nehalem-based processors in December and January.

The launch will allow Intel and its PC vendor partners to have new systems on store shelves for the holiday shopping season.

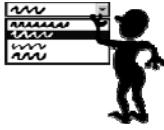
To support the Intel Core i7 debut, Dell and Gateway are ready to launch several new high-end desktops and gaming PCs that use the microprocessors. While most of these systems are for enthusiasts and gamers, Dell's Studio XPS desktop is being positioned as a PC for home offices and for those working in the content creation field.

Dean McCarron, an analyst at Mercury Research, said the Nehalem architecture was perhaps the most significant change Intel has made to its chip design since the Intel 386 chip was introduced in the mid-1980s.

The Technology Group is a authorized Dell Reseller. Contact us at 860-524-4400 for more information.



Just for Nonprofits Formatting Date and Currency fields in Word when merging Gift Acknowledgements in Sage Fundraising 50



By Camille Livsey

Question

How can I change the format of the Gift Date and Gift Amount merge fields in MS Word after merging from Fundraising 50?

Example

The default display setting for Gift Date is 2/26/02, but you would like it to read February 26, 2002. The default display setting for Gift Amount is 1000, but you want it to read \$1,000.00.

Answer

Once you have created your Word merge document but before you do the actual merge, change the merge field formats in Word for the Gift Date and Gift Amount fields by using Toggle Field Codes.

1. Place the cursor on the <<gift_amount>> and/or the <<gift_date>> merge field and right-click your mouse.

2. A box of options appears; choose "Toggle Field Codes"

3. The merge field(s) will now display a slightly different verbiage. (FIG 1)

4. To change the format of the Gift Amount, place your cursor directly after the name of the merge field. Hit the Spacebar and insert the following:

\# \$0,000.00

If all the gifts are under \$1,000.00, insert **\# \$0.00**. By inserting **\# \$0.00**, \$1,000.00 will display \$1000.00.

5. To change the Gift Date format, place the cursor directly after the name of the merge field. Hit the Spacebar and insert the following:

\@ "MMMM d, yyyy"

6. Once again, the merge field (s) verbiage will change. (FIG 2)

7. Continue with the Merge process. The final draft will have the Gift Date and Gift Amount merge fields displayed based on

the merge field parameters inserted:

(a) Gift Date will be printed as:
February 26, 2008

(b) Gift Amount will be printed
as: \$2,000.00

This merge letter must be saved as a different name since the original merge document is read -only.



Non-profits Brace

(Continued from page 1)

current software offer the tools that will help you?

Getting accurate and timely budget vs. actual reports and projections is imperative. Have you utilized all the modules you already own? Is staff trained on the software you currently own? Have you considered tweaking your current software to make better use of it?

Have you thought about merging or partnering with another nonprofit to share in expenses and income?

Last year the Girls Scouts of Connecticut merged the five local affiliates into one statewide group. The United Way of Eastern Fairfield Country and The United Way of Westport-Weston recently merged becoming The United Way of Coastal Connecticut.

Have you evaluated current staff and the necessity of full-

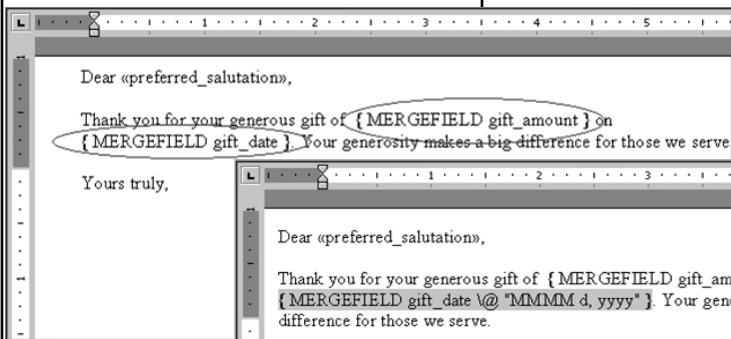
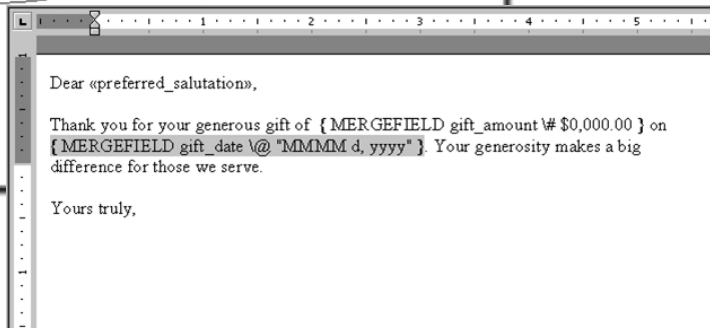


FIG 1

FIG 2



time employees in all positions? Many smaller nonprofits are now using CFOs on the Go and have found by outsourcing the CFO, functions can be performed on a bi-monthly or monthly basis with substantial savings to the organization.

Additionally, if your organization hosts one or two events or campaigns a year, could the functions of a full-time development officer be met by outsourcing?

Evaluate your network support and consider outsourcing it. If you have under 100 employees, support can be outsourced for less money than a fully loaded employee.

As the economy struggles and nonprofits compete against other nonprofits for the same funding, cash management becomes ever more critical. Take some time now to evaluate your business and make the best use of your systems.

Welcome New Clients!

The Technology Group would like to welcome the following new client additions:

- **Biosafe Systems, LLC**
- **Bankers' Bank Northeast**
- **TR Mulgano Landscaping**
- **The Jane Coffin Fund**

MIP Tips and Tricks
Processing 1099's



By Linda Swanson

Will you be ready to print your 1099s in January?

Starting with Sage MIP Fund Accounting's version 10, all 1099 processing, printing, and e-Filing will be done through Aatrix®, which supports new 1099 types and offers more options in 1099 processing.

Only transactions paid while a vendor is flagged as a 1099 vendor will show up on the 1099s, so make sure your vendors are set up properly.

There are a couple of reports useful to reconcile vendor payments to the 1099s.

- Reports>Journals>Cash Journal (captures amounts contributed by transaction entry)
- Reports>Lists>Vendor 1099 Adjustments. (captures amounts contributed by adjustments)

The combination of these two reports should equal the total printing on the 1099 forms. Having these reports handy will make the verification process a breeze.

To produce 1099s go to Activities>Produce Vendor 1099s.

After making your selections, we recommend you download all updates you may be prompted for, to ensure you have the most up-to-date forms.

After completing the verification steps, the 1099 Filing Wizard will open. Have your company information available. Pricing information is indicated on the screen for each filing option. By continuing you will be prompted to enter a user name and password with Aatrix. If you choose to have Aatrix submit your tax liability payments, you will need credit card information and bank account information.

Aatrix requires a signed Third Party Release from your organization to file on your behalf. This form must be filed prior to the filing deadline to process your eFile on time. Complete the process of all eFiling at least 3 days before the deadline or you could pay a \$25 late fee.

You will need a signature PIN from the IRS. Aatrix can process the application for the PIN.

Expect to see your form in pending status until close to the deadline. Aatrix files in large batches just before the due date to give you time to correct your filing if needed.

For assistance with filing 1099s or W-2s, feel free to contact us at 860-524-4400.

In House News

(Continued from page 1)

Mr. Amenta joins The Technology Group with nine years of technology experience. Recently he worked as a Network Security Analyst for the Court Square Group and for Edible Arrangements International. James is a Microsoft Certified Systems Engineer, a Cisco Certified Voice Professional and

a Cisco Certified Network Associate. Mr. Amenta resides in Torrington, CT.

Mr. Modzelewski is a graduate of Central Connecticut State University where he earned his Bachelor of Science in Network Technology. Prior to joining The Technology Group, LLC, David was the Network Administrator for Bankers' Bank Northeast. He is a Cisco Certified Network Associate and resides in Ellington, CT.

The Technology Group, LLC is proud to be allied with:

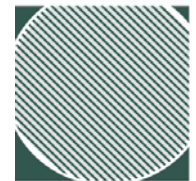


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