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Happy St. Patrick's Day!



Look Below

March 2012 Volume 2, Number 3

Jennifer Harer from EternaBond won the February Quiz.

Congratulations to Jennifer who won a \$20 gift card for Starbucks. We also gave a gift card to a new clients, Tayebe Shah-Mirany from Independent Health Resources who also got the answer correct.

The answer for the February quiz was d. Chicago was the location of the St. Valentine's Day Massacre.

March's Quiz Question:

Irish farmers in the spring would do this to each member of their family as they said, "In the name of the Father, the Son and the Holy Ghost."

- a. Pull the leaves off a shamrock.
- b. Give a toast with beer to each members.
- c. Mark a cross on their arm with ash from a burnt stick.
- d. Hang a cross over their beds.

Be the first to email your answer to sally@ITConsultingAssociates.com to win a \$20 Starbucks Gift Certificate. The winner will be announced in next month's newsletter. Good Luck!

Unsend Emails Sent Using Gmail

Have you ever sent an email and then immediately regretted sending it? If you are using Gmail you can do just that with an interesting but buried option in Gmail settings.



To enable this feature, go to Mail Settings in Gmail (upper right corner, under the gear icon), navigate to the "Labs" tab. In the labs search box, look for "Undo Send" and choose Enable, then save.

Now in Mail Settings you will see an option to "Undo

Send: Send cancellation period: __seconds." Enter the number of seconds that Gmail will allow you to change your mind in the future (try 10 seconds).

With this enabled, the next time you send an email, you'll be able to "Cancel" it from being sent out, as long as it is within the time frame you specified.

We're Growing and Need Help

We're looking for a Network Engineer and a Network Technician to join our team. We are currently seeking individuals who are client-focused, friendly, enthusiastic and have the desire to excel in both their professional and personal lives. This is your chance to help **pick the person you want to serve you.**



If you know any individuals who would like to get more information regarding employment opportunities at IT Consulting Associates, have them call Nelson Bosacoma at 847-868-9253 ext. 201 or email at nelson@ITConsultingAssociates.com. Thank you.

"Ask JC"

How do I capture a screenshot in an iPad?

There are times when you may want to capture what is currently being shown on your iPad's screen. That's easy to do on an iPad.

Simply press the Home button and then the Sleep/Wake button simultaneously. When you hear a click, the screenshot has been taken. You can then go to the photos gallery to see all of your captured screenshots.



Look for Your Shamrock!

We're lucky to have great clients so we've sent all of you a Shamrock as a small memento to wish you good luck.

And because we want more of you, during March if you refer a vendor, colleague, friend or family member to us as a potential client, your lucky referral will get a FREE 27-

Point Problem-Prevention Network Audit or 2 FREE hours of technical support. It's their choice.

And we will pay you or your favorite charity **\$103.00** for every business you refer to us that becomes a client. We'll give you \$25 if your referral takes an appointment and another \$78 if they become a client.



Simply send your referral contact info to referrals@ITConsultingAssociates.com, or fax to 847-868-9246 or call Sally at 847-868-9253 ext.202. Thank you for your support.

Quote of the Month

"May your blessings outnumber the shamrocks that grow,
and may trouble avoid you wherever you go."

~Irish Blessing



You Get \$5.00 to spend at Target, Amazon or Starbucks

By taking the (less than) 5 minute Customer Satisfaction Survey, we'll let you pick which retailer you want \$5.00 from.

The survey closes on **Friday March 9** so please take a few minutes to tell us how we're doing and what we can do to serve you better. Next month we'll report how you think we're doing.

THANK YOU for taking the time to let us know how we can serve you better.

Click here to go to the survey <http://www.surveymonkey.com/s/XKY8ND8>

VoIP not Just for Big Businesses

VoIP is a technology that has come of age. It's cheap, ubiquitous, and easy to use. Any business, no matter the size, should be using VoIP to increase productivity, efficiency, and cost effectiveness.

If you are running a business, there is no reason you shouldn't be using Voice-over-IP, or VoIP, to reduce telecommunications cost, streamline operations, and improve the flexibility for your organization.



VoIP allows telephone communications to run over your data network or the Internet. The benefits of this setup are many, and the following are just a few.

1. VoIP allows companies to maximize their existing investment in their network infrastructure. The same network which handles the flow of data such as web access and email can now accommodate voice so there is no need to add additional wires and devices.
2. VoIP can allow you to dramatically reduce the cost of communications, especially for interstate or international communications--everything can go through the Internet instead of incurring expensive long distance toll charges.
3. VoIP allows your employees to be more productive and efficient by giving them the ability to receive and make calls anywhere with a data connection, using their laptop, mobile phone, tablet, or virtually any device connected to the Internet.
4. VoIP increases the number of features you can use with your phone system. For example, it's easier to add extensions to your phone. You can provide a local number or extension for all your staff without additional costs or cabling. You can also set up sophisticated auto answering routines and call routing. You can marry voice messages with email and faxes all in one inbox.
5. You can use VoIP as a tool for real-time collaboration--along with video conferencing and screen sharing. You can employ presence technologies that come standard with VoIP phones and VoIP communication systems. Communicate with colleagues about your presence or receive info on the status and whereabouts of your staff.

Previously, all these benefits were only available with a big price tag and a critical limitation--the unavailability or unreliability of the company's Internet connection--but not

any more. With the great strides made in technology and the wide availability and affordability of broadband connections over the last few years, VoIP is now readily within reach for many businesses--large or small.

If you are interested in learning more about how VoIP can help your business, contact nelson@ITConsultingAssociates.com or at 847-868-9253 ext. 201.

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Like to Submit an Article, Story or Tip for our Newsletter?

Do you have a funny story or resource to share with other subscribers? We are always looking for new and useful content to add to our newsletter including partners who want to submit articles. Submit to sally@ITConsultingAssociates.com

Just a reminder that St. Patrick's day falls on a Saturday this year. If you get a chance to go downtown it is always fun to see the river turn bright green. Happy March!

A handwritten signature in cursive script that reads "Sally".

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