# interfuture Business it systems

### Interfuture News

We're back with another edition of the Interfuture Newsletter for April, well rested from the long Easter weekend – we've come back feeling so recharged!

Therefore, we thought it might be an idea to refresh you on a few key things, like environmentally friendly IT, the importance of choosing a mailbox and hard drive and how **Interfuture** may be able to help you.

We hope you find the newsletter informative.

Any feedback or questions please contact us via our social media or our website.



At Interfuture

We Do
More

Systems, we cover all your IT needs.

We are an end-to-end solution for your business, which means from the moment you sign up to work with us, you can talk to us about anything IT related and we'll be there for you.

Sometimes it seems like users forget that even after their systems are up and running initially, they can make improvements and changes to suit their organisation's evolving needs.

Maybe you wanted to update some old technology?

We can do that, helping you to source new products that will be perfect for your business.

Maybe you wanted to switch the type of technology you use?

**Interfuture Systems** can help you with that, assisting you in switching from on-site servers to cloud, or from traditional communication methods to VoIP, all while ensuring your business continues to run smoothly in the transition.

These are only two examples of what we can do: remember, if you have any IT related queries, problems or ideas, let us know so we can help.



### Green IT

We want to encourage all users to take as many steps as they can to be environmentally friendly in their use of IT.

This could be anything from recycling old computers and phones responsibly, using low power modes when possible, reducing the amount you print or buying referbished technology.

Save costs, help the planet!



## Choosing a Hard Drive

Depending on what your computing requirements are, you may need a different sized hard drive to the one you currently have.

A basic hard drive will be 500GB to 1TB, if you're storing high-resolution photos or videos you may need 2TB to 4TB, professionals who do a lot of video editing may need 6TB to 10TB and large enterprise solutions may need 12TB or more!



## Mailboxes

A mailbox is an essential part of any business. For communicating with clients, potential clients, other companies or internal members of staff, emails are often the best method.

That being said, which email service is right for you? While there are many options available to you, two of the most popular for businesses are Outlook and Gmail. Read about the advantages and disadvantages to both to help you decide which works best for your business:

#### Microsoft Outlook

#### Advantages:

- Integration if you use other Microsoft devices or services, Outlook seamlessly integrates with them.
- Security features like encryption, anti-phishing and anti-malware protection
- help to keep important information private and your systems secure.
- Scalable there is a lot of customisation offered by Outlook, as well as the ability to scale up or down depending on what you need.
- Offline access Outlook allows users to manage their emails from anywhere, in the office or on the go.

#### Disadvantages:

- Subscription costs for small businesses in particular, Outlook can be expensive.
- Complexity some users may find the Outlook interface less user-friendly than others.
- Data privacy concerns though Outlook has strong security measures, there may be concerns about data privacy and control.

#### Gmail

#### Advantages:

- Integration Gmail can be used alongside other Google products, for convenience and ease of use.
- Search the Gmail email system has a powerful search functionality that allows users to quickly find emails or information in their inbox.
- Security Gmail has robust security settings, including 2FA, encryption and phishing protection.
- Collaboration working with others in your team using Google Docs, Sheets and Slides can be further streamlined by Gmail.

#### Disadvantages:

- Privacy Google's data collection practices may be a concern, as they scan the content of emails for targeted advertising.
- Ads in free version by scanning the contents of the emails, Gmail displays targeted ads, which some may find annoying or invasive.

