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Celebrating over TWENTY FIVE YEARS of Service and Satisfied Customers!



"As a business owner, you don't have time to waste on technical and operational issues. That's where we shine! Call us and put an end to your IT problems finally and forever!"
Fred Holzsager,
IT Director
Holzsager Technology Services
and
Publisher of
The Tech Insighter

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Snapple Real Fact #146
"The smallest county in America is New York County, better known as Manhattan ."

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The Tech Insighter

"Insider Tips To Make Your Business Run Faster, Easier and More Profitably"



Why Your Employees Shouldn't Have Administrator Access To Their Computers

Administrator access often starts with one request. An employee needs to install a printer, update a specialist program, or change a setting on their computer.

Giving them administrator access gets the job done. The problem is that the access usually stays after the request has been completed.

From then on, the employee can approve other software installations and make changes that would normally require help from IT. If they install the wrong program or someone takes control of their account, those permissions can also be used to change the computer.

What administrator access allows someone to do

An administrator has more control over a computer than a standard user. On Windows, members of the local Administrators group have full control over the resources on that computer. According to Microsoft's guidance on local accounts, Microsoft recommends limiting the number of users in that group.

Depending on the computer and how it is managed, an administrator may be able to:

- Install and remove software
- Add drivers for printers and other equipment
- Create, change, or remove user accounts
- Change system settings
- Change permissions on files and folders
- Install services that continue running in the background
- Make changes to some security settings

Mac computers also have standard and administrator accounts. Apple says administrators can install and remove software, manage other users, and change settings. Apple recommends

(Continued on page 2)

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Quotations

"Your talent is God's gift to you. What you do with it is your gift back to God."
—Leo Buscaglia

"There are no strangers here; Only friends you haven't met yet."
—William Butler Yeats

"It is horrifying that we have to fight our own government to save the environment."
—Ansel Adams

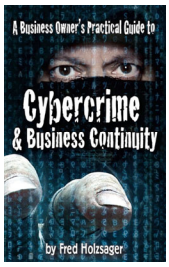
"We can't help everyone, but everyone can help someone."
—Ronald Reagan

"My interest is in the future because I am going to spend the rest of my life there."
—Charles Kettering

"I don't make jokes. I just watch the government and report the facts."
—Will Rogers

"A hen is only an egg's way of making another egg."
—Samuel Butler

Read Fred's Book!



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Why Your Employees Shouldn't Have Admin Access

(Continued from page 1)

limiting the number of administrative users and using a standard account when administrator rights aren't required.

Standard accounts are suitable for everyday work

A standard account can still be used for normal business tasks, including:

- Reading and sending email
- Using a web browser
- Working in Microsoft 365 or Google Workspace
- Accessing approved business applications
- Joining online meetings
- Printing with an installed printer
- Opening and saving files
- Changing personal settings that do not affect other users

Some applications can be installed for one user without administrator access. Others need administrator approval because they add drivers, services, or files in protected parts of the computer. An employee should not receive permanent administrator access because one program needs an update. IT can approve the installation, deploy the update remotely, or use a separate administrator account for that task.

"Keep a separate administrator account for approved technical work. Do not use it for email, web browsing, or everyday tasks, and protect it with multifactor authentication where the system supports it.

How to handle software installations

Employees can still get software installed without keeping administrator access. Your IT team can install it remotely, approve a request when it is needed, or deploy updates to several computers at once. If a program expects the user to be an administrator, your IT provider may be able to change its setup or find a supported alternative.

Keep a separate administrator account for approved technical work. Do not use it for email, web browsing, or everyday tasks, and protect it with multifactor authentication where the system supports it.

Check who has access now

Ask your IT provider to review the administrator accounts on every company computer and account.

Before removing access, confirm that IT still has a tested way to perform administrator tasks on every device.

Standard accounts let employees do their jobs without giving them or the software they run more control than normal work requires.

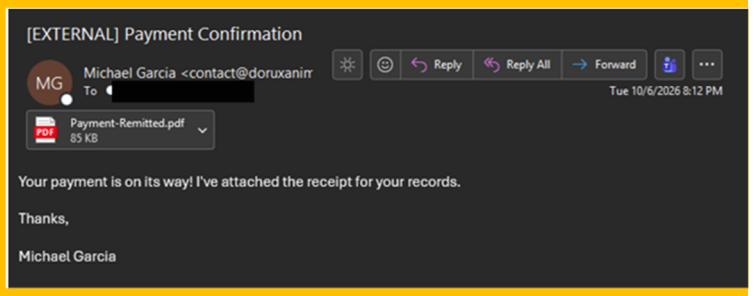
QUICK SECURITY TIP: This month's tip is from the NJCCIC (NJ Cybesecurity & Communications Integration Cell). Each week, it distributes bulletins. If you find this and other articles attributed to NJCCIC worthwhile, you may contact them at njccic@cyber.nj.gov to enroll as a subscriber.

One of the latest scams has an email with spoofed notifications including an attachment that delivers remote monitoring and management (RMM) software to victim systems. By masquerading as legitimate payment confirmations, the campaign misleads recipients into executing multi-stage payloads that ultimately lead to unauthorized system access.

The attack relies on fake payment alerts sent from domains that mimic corporate communication channels, such as doruxanimo[.]com and lenixarion[.]com. These messages may include the following details:

* Sender Display Names: "Michael Garcia" and "EFT Payment Alert"
* Subject Lines: "Funds Transferred Notification," "Payment Confirmation," and "Payment Sent"
* Attachments: payment-remitted.pdf and Payment-Remitted.pdf

The phishing email contains a PDF attachment designed to bypass basic email security filters that block executable files directly. The attack progresses through the following sequence:



1. The victim opens the PDF attachment, which contains embedded links or call-to-action buttons that redirect the user to a remote URL.
2. Accessing the URL downloads a compressed .zip archive containing an HTML Application (.hta) or VBScript (.vbs) file.
3. The user unpacks and runs the HTA or VBS file, and the script then requests a download of a Windows Installer (.msi) package.
4. The MSI package silently installs ScreenConnect, a legitimate commercial Remote Monitoring and Management tool.

Although ScreenConnect is an enterprise-grade administration tool, its unauthorized installation gives attackers persistent, high-privilege remote access to the host. Abuse of legitimate RMM software, often referred to as "Living off the Land," enables threat actors to execute commands, deploy secondary payloads, and exfiltrate data while evading detection by standard antivirus solutions

Recommendations:

- *Exercise caution with communications from known senders or legitimate platforms .*
- *Confirm requests from senders via contact information obtained from verified and official sources before taking action, such as clicking on links or opening attachments .*
- *Navigate directly to legitimate websites and verify before submitting account credentials, providing personal or financial information, or downloading files.*

More Cringeworthies and Ponderances from Dad

How many times have you heard a quick one or two liner that made you cringe or ponder? How about some more? *Many memes are from* shared Facebook groups.

☺ I'm a second-hand vegetarian. Cows eat grass and I eat cows.

☺ My wife says I have two faults... I don't listen and... *Something else*.

☺ Tell your kids, "I'm going to take a nap. Wake me up in 10 minutes so we can start cleaning." How long do you think you'll sleep for?

☺ You should always say, "Yes!," to a quick 30 minute beer with your mates because that hour and a half could be the best 6 hours of your life.

☺ I never called you stupid, but when I asked you to spell "orange" and you asked me, "The fruit or the color?" it kinda caught me off guard.

☺ What do you call a belt made of watches? A Waist of time.

☺ Two Eskimos sitting in a kayak were chilly, but when they lit a fire in the craft, it sank proving, once again, that you can't have your kayak and heat it, too!

☺ I, initially, thought it was the dryer that made my clothes shrink, but it turns out it was the fridge!

☺ Here's a failproof recipe for Blackened Chicken from Facebook:
1. Clean Chicken
2. Place Chicken in oven
3. Go Check your Facebook.

☺ "Never odd or even" is the same spelled backwards (*palindrome*).

☺ Consider this: You never appreciate what you have till it's gone. Toilet Paper is a good example.

☺ Apply the transitive property: Marriage is Love; Love is blind; Therefore, marriage is an institution for the blind.

☺ What's the difference between a sock and a camera? One takes five toes and the other takes photos.

☺ When I'm feeling down and someone says, "Suck it up!" I get the urge to break their legs and say, "Walk it off!"

☺ I think I have Alzheimer's because I can't remember when I asked for your opinion.

☺ Have you heard about the farmer whose wife left him for a tractor salesman? He received a John Deere letter.

☺ Last weekend there was a Lego Store sale... the people were lined up for blocks.

☺ If you go into a store and leave it without buying anything, do you act like you've done something wrong?

☺ Did you hear about the actor who fell through the floorboards? He was just going through a stage.

☺ You can't run through a campsite. You can only "ran". It's past tents.

☺ Did you know that if a bear wears shoes and socks, it will still have bear feet.

☺ What I If told you, You Read The Top Line Wrong?

☺ *Have a Happy Thanksgiving!*

Quick Productivity Tips

Amongst the more valuable tips we have offered over the years, we have found the use of keyboard short-cuts to be the most effective use of your time.

NOTE: It is best to read this column while at your computer for a better understanding of the content presented. ***Enjoy!***

Keyboard short-cuts are typically comprised of either the **CTRL** *(Control)* key, **ALT** *(Alternate)* key, **SHIFT** *key and/or the Windows Key* (⊞) combined with a letter, commonly oriented to the use of the key. For Example, the *Windows key* (⊞) + **E** will launch the Windows File **Explorer**. Another commonly used keyboard short-cut is the *Windows key* (⊞) + **I** to open the **SettIngs** window. Whether you're working in your Windows File Explorer or in a browser, most of the windows now allow for **TABS** to make your life less complicated. By using **T**abs, you can have multiple windows opened within a single window because the added windows all appear under a new Tab. To launch a new Tab within either, simply press CTRL+**T**. Each time you depress the CTRL +T combination, a new Tab will open. To close a Tab, simply click your mouse on the X in that tab and it will be dismissed. To *Reopen a closed Tab*, simply press CTRL+ SHIFT+ T. Each time you depress the CTRL+SHIFT+T, you will reopen the last, then second to last, then third to last in such order until all closed tabs have been reopened.

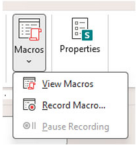
Under normal circumstances, if you right-click on a Tab or to the right of the Tabs, you will get additional options that you can opt to use relative to your active window (*e.g.*, "Browser," or "File Manager"). One of the options you will see is the ***TOGGLE*** "Turn on Vertical Tabs" using **CTRL+SHIFT+,** (comma). This enables you to have the Tabs on the Left side of your window instead of on the top. If you do another CTRL+SHIFT+, (comma), the tabs will reappear on the top of the window. As indicated, this is a "*Toggle*."

Windows 11 also provides you with a "Power Menu" by clicking the *Windows key* (⊞) + **X**. *What does the **Power Menu** do? It provides you with speed options to select useful power user tools such as* Installed **a**pps [Settings > Apps > Installed apps], Power **O**ptions [Settings > System > Power], Event **V**iewer, S**y**stem [Settings > System > About]. In total, there are 17 of them to choose from. Note that each unique letter in the listed items to select it quickly is underlined for your convenience. Thus, the Power Menu allows you to access different utilities quickly by using ⊞+X, M (opens the Device **M**anager) with only three keys being pressed. It proves to be quite helpful and convenient when troubleshooting your computer.

As you open more and more windows, it gets cumbersome, so Windows offers you the ability to use the ⊞ +**D**esktop to minimize all windows and display the desktop. If you wish to restore the windows as they were, simply hold down the ⊞+ **D** again (and the Windows will reappear). If you prefer to close any app, you may use the **ALT + F4**. This will close the Window rather than minimize it.

Home Run Shortcut from *Marcus Andreno* (Facebook)

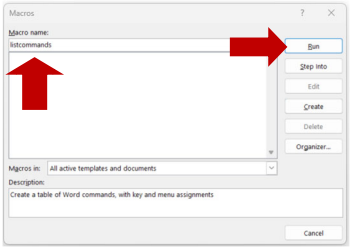
Keyboard shortcuts have been around to give respite to those that didn't have a mouse or hate trackpads on laptops. Here's a major time-saving shortcut everyone should use (at least once!).



1.In Microsoft Word, go to the View tab, then click on the Macros button.

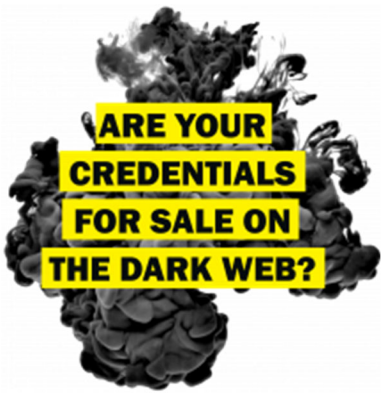
2. On the Macros button, click the down arrow and select "View Macros."

3. In the Pop-up dialog box, type "**listcommands**" under "Macro name:", then click on the Run button.



4. In the small box "*List Commands*," make sure "Current keyboard settings" is selected, then click **OK**.

You will then have a complete printable set of keyboard shortcuts to use in Microsoft Word. ***Enjoy!***



Find Out
with a Complimentary
Dark Web Scan

Did you know…?

- Cyber-attacks have continued to grow in cost, size, and impact—causing 60% of SMBs to go out of business within 6 months of a cyber incident.

- Over 80% of data breaches leverage stolen passwords as the principal attack vector—often acquired on the *Dark Web*.

- Far too often, companies that have had their credentials compromised and sold on the Dark Web don't know it until they have been informed by law enforcement—but then, it's too late.

- To help keep your critical business assets safe from the compromises that lead to breach and theft, we are offering a complimentary, one-time scan with ***Dark Web ID***™ **Credential Monitoring**.

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Ask us about our fixed price service agreements—Computer support at a flat monthly fee you can budget for just like rent!

*"Some companies approach you with a we know it all position, but in working with Holzsager Technology Services, we have found that they listen to us to learn about how we work, what we do, and what the problem may be. This partnership in maintaining our business has raised them from 'IT Guys' to 'Trusted Advisors'."—**Bob Weissman, P.E., L.S.,** Weissman Engineering Co., P.C. Midland Park, NJ*

November 2026

The Lighter Side...

Military Draft

A bear and a rabbit are conscripted into the army and waiting for their medical checkups.
The rabbit says to the bear, "Listen, I don't really want to go to war. Could you just kick me in the leg, so when I go in and see the doctor, I've got a limp?"
The bear says, "Sure, but could you do the same for me when you come out? I don't want to fight either."
The rabbit agrees and the bear kicks him in the leg. It was a decent kick and the rabbit just manages to keep himself from falling over and crying out. When he goes into the doctor's office, he is, indeed, noticeably limping. The doctor takes one look at him and says, "Sorry, but the Army can't use you with that leg." Then the doctor sends him home. When the rabbit comes out, he returns the favor and kicks the bear in the leg. Unfortunately, however, the bear is a bear and the rabbit is a rabbit. The kick doesn't even hurt the bear. The rabbit tries kicking him again harder, tries punching and biting him, even hitting him with one of the waiting room chairs. By the time the bear gets called in to see the doctor for his check-up, the rabbit has spent a good 10 to 15 minutes beating him all over and he's, at most, been able to give him a little nosebleed. Suddenly, the bear thanks him for doing what he could and heads in to see the doctor.
The doctor takes one look at him and says, "No."
One look at him and he adds, "No, we can't use you, buddy." The bear is thrilled, but surprised. He goes, "What? Is it because I've got a bit of a bloody-nose?" And the doctor says, "No, it's because that nurse over there in the waiting room just said she saw you getting your @$$ handed to you by a limping rabbit."

While at the Louvre...

A Frenchman, Brit and Russian go to the Louvre and are admiring Michelangelo's painting of Adam and Eve. Looking at the painting, the Brit says, "Look how reserved and calm they look. They're obviously British."
The Frenchman says, "No, they are beautiful, naked and free. They are obviously French."
The Russian says, "No, they are obviously Russian. They are naked, cold, have one apple to eat between them and have been told they are in Paradise."

Jury Duty Selection

To the irritation of the Judge, a man was trying to be excused from jury duty.
"Tell me," posed the Judge. "Is there any good reason why you cannot serve as a juror in this trial?"
The man replied, "I don't want to be away from a job that long."
"Can't they do the work without you?" demanded the Judge.
"Yes," admitted the juror, "But, I don't want them to realize it."

On His Deathbed...

Clark Kent was lying on his deathbed with his wife, Lois Lane, beside him. After some time, Lois said, "Darling, I have to confess something. Years ago, I had an affair with Superman. It was only one night, but I regretted it ever since. I hope you can forgive me."
"You don't need to worry about that because…," Clark said as he took off his glasses, "I am Superman. Even if you didn't know it was me, in my eyes, you were always faithful."
"Oh, thank G-d," said Lois, "I can't tell you what a weight that is off my shoulders.
"Glad we cleared that up," said Clark.
"So," Lois said, "I guess that means you're Batman, too!"
*-Accredited to **How To Kill an Hour** (Facebook)*[all]