

20 technology habits that change lives (part 1)

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No one denies that when technology is available, our lives become more pleasant but just like every medal has the wrong side, technology sometimes makes us . crazy. To 'play well with technology buddy' and avoid becoming a victim when this friend is unworthy, practice the following habits.



Get in the habit of thoroughly handling email every day so you won't be "flooded" by email

Access and control remote computers

What if you're working somewhere else, but is there an important document file to use that is being stored in your computer at work? Every plan will crash if you can't access that computer remotely.

But for those who have a habit of working remotely, it will be a small affair with the help of remote access programs like LogMeIn (free) or TightVNC (free). These programs allow users to access, view the entire computer, run and close programs, read emails, copy and move data between computers .

Today, even smartphone users like iPhone can use virtual private network (VPN) function with an application called Mocha VNC or Teleport.

If you are concerned about the security of these remote access programs, you can still use the available programs of Windows and Microsoft such as FolderShare, automatically synchronize data .

Back up your hard drive regularly

The 'hard drive death' disaster is not known to exclude anyone and the only solution to deal with this problem is that you must regularly back up data on your hard drive. Note that this backup needs to be done under a variety of measures: backup to another hard drive, copy to CD (DVD), backup and store on the Internet . and perform at least every 1 month times.

Try the software SyncBackSE (free) for this job. SyncBackSE can set scheduled backups and store them on other storage devices such as portable hard drives, USB drives, LAN hard drives or even personal storage servers.

Work faster without the mouse

Working on a large computer, you will see a 'handle and hover' operation to perform a simple operation that is very time consuming. Try using shortcuts and feel the convenience of technology. First, familiarize yourself with the common shortcuts of the operating system and the programs you use often. For example, using Windows key instead of clicking on the Start button to open the function menu; Windows + D key combination to minimize all windows and exit the desktop, Alt + D to access the address bar, Ctrl + T to open a new tab of the web browser, Alt + Tab to move switch between windows .

When you are already proficient with the available keyboard shortcuts, you may be "addicted to using shortcuts" by then and start hating computer mice. Use additional software to exploit this capability like TypeItIn (for Windows computers) or TypeIt4Me (for computers running Mac OS X).

Keep 'waist', save money with the Internet

If you are on a diet, lose weight . use services that monitor the amount of food you consume during the day, giving reasonable advice. FitDay and Weight Watchers are the most recommended services.

If Quicken or Microsoft Money - software that helps monitor and manage spending - is too complicated, use websites like Mint.com or Wesabe to get the most comprehensive view of the balance between spending and income.

Clean up your email box every day

There is nothing uncomfortable by opening a mailbox every day and getting a notification: '*You have 298 new messages*'. So why not deal with them right from the beginning and continuously every day so as not to miss important emails and not forget the emails asking your friends 'miscellaneous'?

Get in the habit of neatly organizing mailboxes by opening new folders, named 'Need to solve immediately', 'Just take it' and 'Archive' . then sort emails by category lice every day. But don't forget: boldly push the delete button straight to the silly emails.

Clean up the spider web

The more technology is developed, the more devices people have and unfortunately, most devices cannot reach the proper 'wireless' standard. Do not be subjective with the strings because it is likely that at some point you will find around the desk a very tangled 'spider web'.

If you've accidentally forgotten this before, take a few hours today to 'restore order' to those messy wires. Not only will the living and working space become more airy and control is better, but you can limit the risk of fire and explosion.

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