

# KOSI BITS & BYTES

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

## 2026 Cybersecurity Starts Now! Protect Your Business Before It's Too Late.

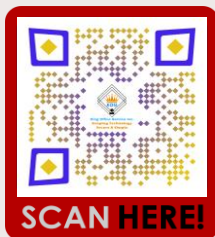
Cyber risks are growing fast. Is your team ready? Start the year with KOSI's Cybersecurity Training and give your employees the skills they need to stay ahead of evolving threats.

Don't assume your workforce is secure—prove it! With KOSI's PII Protect, you'll uncover how employees respond to real-world attacks like phishing, social engineering, and account takeovers – before those mistakes turn costly.

Every moment counts. Strengthen your defenses now and protect your business for the year ahead.

Ready to strengthen  
your employees'  
everyday security  
habits?

Test your team before  
hackers do!  
Contact us today.



# January 2026

This monthly publication is provided courtesy of Jen Evans, CEO & Owner of King Office Service, Inc.



## OUR MISSION:

We leverage technology to provide simple and secure solutions to enhance profitability and productivity in our clients' organizations.

KOSI - Your Trusted Local Partner for Over 45 Years!

## CYBERSECURITY BLIND SPOTS:

THE RISKS YOU DON'T SEE BUT  
HACKERS DO



Every business leader understands the importance of cybersecurity. Yet the biggest threats often aren't headline-grabbing breaches. They're the overlooked gaps hiding in plain sight. These blind spots may seem minor: a missed software update, an inactive account or an untested backup. But for hackers, they're open doors. Here are the most common gaps and how to close them before they become costly mistakes:

### 1. Unpatched systems

Every missed update is an invitation to attackers. Hackers track patch cycles and exploit known vulnerabilities.

**Fix:** Automate patch management and set alerts for lagging systems.

### 2. Shadow IT and rogue devices

Employees downloading unauthorized apps or connecting personal devices to your network can introduce malware that stays dormant until it's too late.

**Fix:** Enforce strict app and device policies. Regularly scan for unknown endpoints.

### 3. Over-permissive access

Too much access is dangerous. Hackers love accounts with excessive permissions.

**Fix:** Apply least privilege principles, mandate MFA and review permissions regularly.

### 4. Outdated security tools

Cyberthreats evolve daily. Old antivirus or intrusion detection tools can't keep up.

**Fix:** Audit your security stack and replace outdated tools before they fail you.

### 5. Orphaned accounts

Former employees' credentials often remain active, making them prime targets for attackers.

**Fix:** Automate offboarding to disable accounts immediately.

### 6. Misconfigured firewalls

A firewall is only as strong as its settings. Old or temporary rules create vulnerabilities.

**Fix:** Audit configurations, document changes and remove unnecessary permissions.

### 7. Untested backups

Backups aren't a safety net unless they work. Many businesses discover too late that theirs are corrupt or incomplete.

**Fix:** Test backups quarterly and store them securely in immutable storage.

### 8. Missing security monitoring

You can't protect what you can't see. Without centralized visibility, threats slip through unnoticed.

**Fix:** Invest in continuous monitoring or partner with an experienced IT provider.

### 9. Compliance gaps

Frameworks like GDPR or HIPAA aren't just paperwork. They're essential for strong security.

**Fix:** Conduct regular compliance reviews and maintain documentation.

**Bottom line:** Identifying blind spots is only the beginning. The real value lies in fixing them quickly. Start with these fixes and you'll strengthen your defenses where it matters most.

## BEFORE THE BREACH Why Cybersecurity Demands Immediate Attention

As we begin a new year, technology security should be at the forefront of every executive agenda. Cyber threats are no longer isolated IT issues—they represent significant business risks that can disrupt operations, erode customer trust, and impact financial performance.

To strengthen resilience and protect your organization's reputation, prioritize these actions:

- ➊ System Updates & Patch Management: Ensure all critical infrastructure and applications are up to date to close security gaps.
- ➋ Multi-Factor Authentication (MFA): Implement MFA across executive accounts and sensitive systems to reduce unauthorized access.
- ➌ Data Resilience: Maintain encrypted, offsite backups to safeguard against ransomware and minimize downtime.
- ➍ Employee Awareness: Invest in ongoing training to help staff recognize phishing and social engineering attempts.
- ➎ Executive Engagement: Lead by example—cybersecurity starts at the top and sets the tone for the entire organization.

Cybersecurity is a strategic investment, not an expense. By acting now, you protect your business, your clients, and your brand for the year ahead.

# TECH TRENDS

**YOUR BUSINESS SHOULD  
ACTUALLY PAY ATTENTION TO**



Every year, tech publications predict trends that will “change everything,” flooding us with buzzwords like AI, blockchain, and the metaverse. Most of it is hype designed to sell consulting services. But a few real shifts will impact how you work. Here are three trends worth your attention and two you can safely ignore.

### Trends worth your attention:

#### 1. AI Built into tools you already use

AI isn't a separate tool anymore—it's embedded in software you already use. Your email drafts replies, your CRM writes follow-ups, your accounting software flags anomalies.

*Why it matters:* You're not adopting new platforms, just unlocking smarter features you already pay for.

*What to do:* Test AI features for two weeks; keep what saves time. Many will be gimmicky, but some will save hours.

*Time investment:* Minimal. You're already using these tools.

#### 2. Automation without the headache

No coding required—describe a workflow in plain English, and AI builds it. *Example:* When someone fills out my contact form, add them to my spreadsheet, send a welcome email, and remind me to follow up.

*Why it matters:* Automation moves from “too hard” to “done in 20 minutes.”

*What to do:* Pick one repetitive task and automate it.

*Time investment:* 20–30 minutes.

#### 3. Security regulations get real

Cybersecurity is now a legal requirement. States are passing privacy laws, and insurers demand compliance.

*Why it matters:* Not having basic protections is a liability you can't afford.

*What to do:* Enable multi-factor authentication, back up data, and document policies.

*Time investment:* 2–3 hours to set up.

### Trends you can safely ignore

**The metaverse for business** VR remains niche and impractical for most businesses.

**Accepting crypto payments** Crypto sounds cutting edge, but it adds tax complexity and volatility. *What to do:* If someone asks, politely say no. Reconsider only if multiple customers request it organically.

**Focus on trends that save time, reduce risk and improve efficiency. Ignore the hype and invest where it truly benefits your business.**

## The 7 Most Critical IT Security Protections Every Business Must Have In Place Now To Protect Themselves From Cybercrime, Data Breaches And Hacker Attacks



Eighty-two thousand NEW malware threats are being released every day, and businesses (and their bank accounts) are the No. 1 target. To make matters worse, a data breach exposing client or patient information can quickly escalate into serious damage to reputation, fines, civil lawsuits and costly litigation. If you want to have any hope of avoiding a cyber-attack, you MUST read this report!

Download your free copy of this  
Executive Report today online at:  
[www.kingoffice.com/cybercrime](http://www.kingoffice.com/cybercrime)  
Or Scan the code



## CARTOON OF THE MONTH



“The look you get when you say, ‘Let’s circle back.’”



# FROM GOALS TO GREATNESS

## Your Blueprint for the New Year



Whoever came up with the idea of having a “New Year” ought to get an award. Even though it only means we’ve made one successful trip around that big old fireball in the sky (no effort of our own, I might add), the concept of getting a whole new, fresh and clean, unblemished, untarnished, untainted New Year to start over is brilliant! There’s something about the turn of the calendar that allows us to put last year’s failures behind us and drum up a fresh reserve of determination to work harder, smarter, and get things done that we’ve been putting off forever.

But don’t get too comfortable. When the ball drops at midnight, you **ONLY** get 8,760 hours to make it all happen. Try not to waste any of ‘em, especially when you consider at least half of those hours are lost to sleeping, driving, waiting in lines, etc. A recent poll revealed the average person spends over 400 hours a year eating and 89 hours in the bathroom, with the latter number being greatly affected by the former. Makes you wonder how anything gets done. That’s why clarity matters. Know exactly what “winning” looks like for you, then take focused action toward making it so, or risk repeating the same mistakes this year.

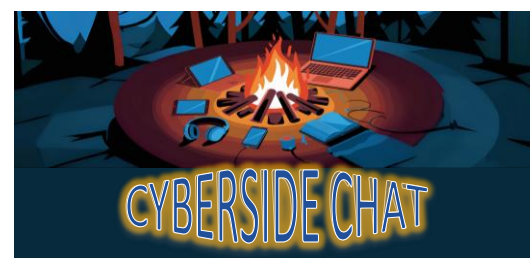
Resolutions are simply decisions to do something that will improve your life or situation in some way; to be thinner or stronger or smarter, to make your business more productive by focusing on sales or processes or technology. But a decision on its own is meaningless. Without a clear plan and follow-through, they don’t change a thing.

There are plenty of ways to build a plan - SMART goals, a Year-in-Review, goal-setting apps or your own system. The method doesn’t matter as much as the steps you include:

1. Define the Desired Results. What do you want to accomplish? *Why* do you want it? You may have just one result, or there might be many positives from the outcome of your resolution.
2. Listen to Your Team. Involving employees not only gives them the ownership to make it happen, but you can learn from their perspective and source more possible solutions.
3. List the Actions. What needs done to accomplish this result? Use a checklist to break down the necessary steps into actionable items.
4. Set Timelines. Assign priorities and align each action/result with a due date. Monitor your progress and make necessary adjustments to keep moving toward your goal.

And while you’re drawing that picture of your 2026 goals, RESOLVE to take a good hard look at your network infrastructure. But don’t just make a resolution, make a plan, or better yet, book an appointment for an extensive network assessment with us. We’ll identify any performance or security risks and provide you with a remediation plan to fix the issues and optimize your network performance and security.

With an appointment comes action and accountability, because without these steps, resolutions rarely get accomplished. E-mail [service@kingoffice.com](mailto:service@kingoffice.com) or [www.kingoffice.com/contact](http://www.kingoffice.com/contact) or call 419-522-4001 and BOOM! You’ve just taken the first meaningful step toward a stronger, more secure organization. With the insights we provide, we’ll help you create a clear, realistic actionable timeline prioritized by risk and aligned with the outcomes you want to achieve this year.



SHINY NEW GADGET OF THE MONTH

## OIKKEI AI Wireless Mouse

Meet the ultimate multitasker: a wireless mouse that doubles as an AI-powered audio recorder. Perfect for remote meetings, this device captures conversations accurately while you navigate your screen—no extra gadgets needed.

Streamline note-taking, improve collaboration and keep your workflow efficient. If you’re looking for a simple way to save time and stay organized, this innovative tool is a game-changer for busy business leaders.



## QUICK TECH TIP

### KICKSTART YOUR YEAR WITH A DIGITAL REFRESH!

A new year means a fresh start—don’t let digital clutter hold you back!

Take time to organize your files, clear out old emails, and review your app permissions.

A tidy digital space boosts focus, strengthens security, and sets you up for success.

Start strong, stay secure, and make 2026 your most productive year yet!





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Mansfield, Ohio 44902

Keeping Technology Secure & Simple

PRST STD  
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PERMIT 411

INSIDE  
THIS ISSUE

PG 1

CYBERSECURITY BLIND SPOTS:  
*The Risks You Don't See  
but Hackers Do*

PG 2

TECH TRENDS  
*Your Business Should  
Actually Pay Attention To*

PG 3

FROM GOALS TO GREATNESS  
*Your Blueprint for the New Year*

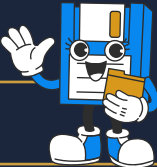
Who Wants To Win A \$25 Gift Card?

TRIVIA



What year was the first commercial floppy disk introduced in January?

- A. 1973      C. 1975  
B. 1971      D. 1984



Last month's Trivia Question Answer:

Q: Which major tech company held its initial public offering (IPO), becoming a publicly traded company, in December?

A: . Apple Computer

You can be a Grand Prize Winner of this month's Trivia Challenge Quiz! Just be the first person to correctly answer this month's trivia question (no cheating!) and receive a \$25 gift card.

Ready? Call us right now at 419-522-4001 or send an email to [katies@kingoffice.com](mailto:katies@kingoffice.com) with your answer!

If you would like to share our Newsletters and want extra copies in your office, we would be happy to provide them.  
Email [katies@kingoffice.com](mailto:katies@kingoffice.com) and we will take care of your request.



By TheDailyGourmet  
Prep Time: 5 mins  
Cook Time: 3 hrs 20 mins

4-Ingredient  
Potato Soup

INGREDIENTS

- 1 pound bacon
- 2 (28 ounce) bag potatoes O'Brien with onions and peppers
- 3 ¾ pounds chicken broth
- 1 pound of garlic and herb cheese spread
- 2 pinches black pepper

INSTRUCTIONS

- Step 1** - Place bacon in a large skillet and cook over medium-high heat, turning occasionally, until evenly browned, about 10 minutes. Drain bacon slices on paper towels; chop roughly when cool enough to handle.
- Step 2** - Working in batches, pour potatoes into the same skillet, and cook until lightly browned, about 5 minutes. Remove potatoes to a slow cooker. Stir in chicken broth. Dollop cheese spread on top; scatter bacon on top. Cover slow cooker and cook on High until potatoes are very tender, 3 to 4 hours.
- Step 3** - If desired, ladle some of the soup, no more than halfway full, into a high-powered blender. Cover and hold lid down with a potholder; pulse a few times before leaving on to blend, about 45 seconds.
- Step 4** - Pour soup back into slow cooker. Stir to combine; serve immediately.

[www.allrecipes.com](http://www.allrecipes.com)