Happy New Year from BalanceLogic!
We had a wonderful year here at BalanceLogic and we hope you did too! In 2014, we experienced a lot of big and exciting changes! Our office relocated in May to a bigger space on Post Office Road. We also expanded our services offerings to Georgia and began offering voice solutions services while almost doubling the number of people on staff!

We also recently released our holiday video which features Logi, the newest addition to the BalanceLogic team. You can view that video here. Happy New Year!

Interesting Information: New Year, New Resolutions
Bookkeeping can be viewed as a tedious or overwhelming task for small business owners, but not having a proper system to keep track of your records can create a bigger headache down the road and cost you money.

If you don’t already have one for your business, resolve to create a process for keeping records. The goal should be to create a system that combines your expenses, invoices, deposits and tax information into one place, making it easy when tax season approaches!

If you do find your small business bookkeeping is taking too much attention away from your business, you should consider hiring an outside resource! Our
The ancient Romans were obsessed with record keeping. Their military bases kept detailed accounts on everything from how much grain was in their stores to how many nails were in their workshops.

Chicago crime boss Al Capone was finally brought down in 1931 by FBI accountants. Although believed responsible for crimes ranging from bootlegging to murder, Capone was ultimately arrested and convicted for income tax evasion.

We are very interested in hearing feedback on how we can make The BalanceLogic Insider more valuable. Please let us know what you expect from this newsletter each month by sending an email to:

Monthly Tip: Online Banking Security
While online banking can be very convenient, it still poses a threat to businesses big and small. Below are just a few precautions to take when doing your small business banking over the internet.

Always Use a Strong Password:
Always use a strong password for each website that you use and it is best not to use the same one for multiple accounts. Many times, people will use the same password across the board, giving hackers easy access once they figure it out. It is also a good practice to change your passwords at least once every six months.

Check for Authenticity:
Another way your data can get compromised is through fake websites. Many times, hackers will create very authentic looking websites to trick people into inputting their login information. One way to check if a website is secure is in the web address- if it begins with "https", the company has purchased a SSL, or Secure Sockets Layer. An SSL certificate secures the transfer of your sensitive data, such as creating accounts or submitting payment information.

About Us
BalanceLogic® is a leading back-office support and services company providing IT Support & Management Services, Web Design Services, Graphic Design Services, Marketing Services, Bookkeeping Services, Business Consulting and Voice Solutions.
The Answer for Small Business!™

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to the small business community. Our focus is to provide our clients with services that result in cost savings and business operational efficiency.