Dear Friends and Colleagues,

I hope you enjoy getting my collection of miscellaneous stuff.

Save the Planet
Everyone seems to be talking about carbon footprint, green house gases, and the impact we have on the environment. A client is considering offering a 5% discount off the current or next prophy if the patient walks, rides a bike, or takes a bus to their dental appointment. Is this a marketing idea that might work in your office?

10G (10 Gigabit) Ethernet networking is on the way.
Most dental offices networks have a combination of 10 Mbps (mega bits per second) and 100 Mbps devices. Most new computers have Gigabit (1000 Mbps) network cards but many offices still have 10/100 network hubs and switches.

New applications are requiring faster computers, dedicated video cards, as well as increasing amounts of bandwidth to handle the increasing amount of data and size of images. With the advent of 10G, we should see a further drop in the cost of Gigabit switches.

When you upgrade your computers, also remember to consider upgrading the networking equipment that connects each of your computers to the server.

Performance Levels
I read an article recently about a computer manufacturer that labels the performance levels of their different configurations as medium, high, extreme and insane. Maybe we should use such straight forward labels when discussing costs and expectations with our patients and the other people in our life.

Customize the Office Places Bar (sounds like a song to me)
If you keep files in folders other than "My Documents" and you want these folders to be in the "Open" and "Save As" dialog boxes then read on:

The left side of the Microsoft Office "Open" and "Save As" dialog box is called the "Places Bar."
To add a shortcut to the Places Bar in Office 2002 or 2003, click on File then Open and navigate to (via the drop down list in the top) and then select (but don't open) the folder to which you want fast access. Now click Tools, Add to "My Places"; your folder will appear at the bottom of the Places Bar. If it's not visible, right-click the Places Bar and select Small Icons, or resize the dialog box by dragging its bottom edge.

Right-click any Places icon to move it up or down or to remove it. Office won't allow you to remove any of the default icons, but you can move yours to the top.

Spring Cleaning
With only 2 weeks until summer starts, I figured I'd better remind you it's time for the annual cleaning of the dust bunnies from inside your computers. Computers run hot and the dust bunnies will choke them to death. See http://www.dcsidental.com/dustbunnies.html for some pointers if you want to clean them yourself.

Should I turn my computer off at night or leave it on?
This has been a question that has been batted back and forth since the first computers. Some people say that turning computers off and on can cause power surges and damage the computer (not true) while others say that leaving your computer on causes unnecessary wear and tear (also not true) and just wastes electricity. Some offices don't like to wait for the computers to boot up, so they leave them on all the time.

My personal compromise is the 24 hour suggestion. If you're not going to use a computer for 24 hours, turn if off. I also set the monitors to power off after 15 minutes on business computers and 1 hour on the treatment room computers and I set the hard drives to turn off shortly thereafter. Remember the server has to be running at all times and some computers need to be on all the time for remote access, back-ups, and other functions.

Enjoy,
Charlie Kleiman

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