



**JOHN MCELHINNEY & Co.**

*Chartered Accountants,  
Taxation & Business Advisors*

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

## July 2012 Newswire

### **SPEED UP YOUR OFFICE PCs**

We have all experienced it at some point – an office computer that runs at a frustratingly slow pace, reducing your productivity and stopping you from getting work done.

As computers get older they tend to get slower. This problem can be exacerbated by upgrading to newer, more sophisticated versions of software that your machine simply cannot handle. However, continuing to use outdated software can present compatibility issues with files created on newer versions.



There are options for improving the performance of your PC. Adding more memory or upgrading to a faster processor will increase the speed of your machine but will require new parts, which can be expensive.

Fortunately it's not always necessary to take such action. In many cases, a slow computer may well be up to the job in terms of its specification. If it has slowed down over a period of months or years, it is possible that the machine has become clogged up with unnecessary data stored on the hard drive and has too many processes running in the background. A lot of these processes might start automatically, even if you aren't going to use the software to which they are part of.

The solution to these two problems is to do some serious housekeeping. The hard drive can be cleaned up by deleting a lot of unnecessary files, such as temporary files which are created during 'Autosaves' of documents, or temporary copies of the website which you are visiting.

It can be made even faster by ensuring that the files on the disc are stored "whole". Having a single file saved in several segments just makes the process of opening the file and doing anything with it much slower than it needs to be. 'Defragmenting' the disc can speed things up significantly. This normally takes a long time to do and is probably best to run over the weekend.

The second aspect of housekeeping is to ensure that you only have the programs running that you want. Many programs in your office are only used once a week, or sometimes less. Having such programs running in the background when you don't need them is a waste of system resources.

Housekeeping may be a drudge in real life, but a little regular tidying, de-cluttering and streamlining of your computer can give it back much of the performance which you thought you'd lost over time.

### **CHARACTERISTICS OF EXTRAORDINARY BUSINESSES**

Most business people consider the likes of Google, Apple and BMW to be extraordinary businesses. They are renowned for being great places to work and empower their staff to a level which drives innovation and helps bring the business forward. However, you don't have to be a multinational firm to be an extraordinary business. Here are a few key characteristics of such businesses which you can adopt:



#### **Technology Offers Empowerment**

Extraordinary businesses see technology as a way to free-up time to human beings so they can be creative and build better relationships. These businesses adapt their back-office systems to the tools (such as smartphones and tablets) that people actually want to use.

7 Seville Place Dublin 1.

**Office:** + 353 1 836 3388

**Fax:** + 353 1 836 5893

**E-mail:** [info@johnmcelhinney.com](mailto:info@johnmcelhinney.com)

**Web:** [www.johnmcelhinney.com](http://www.johnmcelhinney.com)



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### **Business is not a battlefield**

Extraordinary businesses see commerce as a symbiosis where the most diverse firm is most likely to survive and thrive. For example, 3M encourages innovation from its workforce and applauds ideas that fail (because employees weren't afraid to try!). They consistently bring innovative new products to market as a result.

### **A company is a community**

A business is not a machine with employees as cogs. Extraordinary businesses see themselves as a collection of individual hopes and dreams, all connected to a higher purpose.

Successful companies inspire employees to dedicate themselves to the success of their peers and therefore to the community and company as a whole. For example, Google has a reputation for building communities in its offices by providing recreational facilities for staff to use. The result is that the teams socialise together and form a community within the business – which encourages collaboration and, ultimately, new and better services for Google's customers.

### **Motivation through vision**

Extraordinary businesses inspire their staff to see a better future and imagine how they'll be a part of it. As a result, employees work harder because they believe in the organisation's goals, truly enjoy what they're doing and know they'll share in the rewards. An example of this is Apple – the vision of Steve Jobs, Jonny Ive etc motivated the teams in Apple to develop market defining new products such as the iPad, iPhone, iPod, etc.

## **Practice News**

Johnny McElhinney has been appointed as the new chairman of the Chartered Accountants Leinster Society for 2012–2013.

Johnny has recently been awarded the Chartered Accountants Ireland diploma in forensic accounting, passing with distinction.

He has served as a committee member of the Leinster Society for the past four years, and has been a member of the Education, Training and Life Long Learning committee of Chartered Accountants Ireland since 2009.

He was also chairman of the Young Professionals Committee of the Institute of Chartered Accountants in Ireland for 2008-2009 and has served on the Members Services Committee.



Johnny McElhinney (right) and past chairman, Frank Gannon (left).

The society provides both educational, professional networking and social event services to its 10,000-strong members.

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Don't hesitate to contact me or a member of our team if you would like to discuss any of the issues raised or on any of our services.



*John*

John A. McElhinney | Partner

This newswire is intended to provide a general guide to the subject matter and is necessarily prepared in a condensed form. Advice should be sought before acting on the information contained in it.

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**Web:** www.johnmcelhinney.com