



September 2016 Tech Tips

Computer Virus?

Recently, many of our churches have called to let us know they have been victims of a ransomware virus known as CryptoLocker. Below is an excerpt from Wikipedia:

CryptoLocker is a [ransomware trojan](#) that targets computers running [Microsoft Windows](#),^[1] believed to have first been posted to the Internet on 5 September 2013.^[2] CryptoLocker propagated via infected email attachments, and via an existing [botnet](#); when activated, the malware [encrypts](#) certain types of files stored on local and mounted network drives using RSA [public-key cryptography](#), with the private key stored only on the malware's control servers. The malware then displays a message which offers to decrypt the data if a payment (through either [bitcoin](#) or a pre-paid cash voucher) is made by a stated deadline, and threatened to delete the private key if the deadline passes. If the deadline is not met, the malware offered to decrypt data via an online service provided by the malware's operators, for a significantly higher price in bitcoin.

Although CryptoLocker itself is readily removed, files remained encrypted in a way which researchers considered unfeasible to break. Many said that the [ransom](#) should not be paid, but did not offer any way to recover files; others said that paying the ransom was the only way to recover files that had not been [backed up](#). Some victims claimed that paying the ransom did not always lead to the files being decrypted.

Because of this, churches should be backing up Church Windows data regularly. Third-party backups do not always get all the files needed to restore Church Windows, and others need to be configured to backup the CW folder. We recommend that backups be made using the built-in backup utility to a removable device (like a flash drive or external hard drive). You should use 2 or more drives and rotate between them weekly (at a minimum). For added safety, one of these backups should be taken off-site in case of natural disaster, theft, etc.

Locked up?

When working in Church Windows, have you ever clicked on a button and waited for the screen to appear, but it never does? Sometimes Windows has minimized the screen, or it may be hidden behind another. Simply resetting the screen size and position often fixes this issue and saves you waiting for a support technician to call.



In Membership on the opening screen, click on **Special Functions > Reset Screen Sizes/Positions**. Say **Yes** to the message.

In Donations on the opening screen, click on **Special Functions > Settings > Reset All Screens to Default Size and Locations**.

In Accounting on the opening screen, click on **Special Functions > Settings > Reset All Screens to Default Size and Locations**.

YouTube Channel

Did you know Church Windows has a plethora of free videos available on our [YouTube Channel](#)? These videos cover different topics for all the Church Windows Modules. Most videos run around 20-30 minutes while some are longer and run an hour or more. After opening YouTube, search for Church Windows. Once on the YouTube Church Windows Channel, you can peruse the videos, or you can click **Videos** to get a gallery view of the videos available. Or you can click **Playlists** to see the videos organized into categories. Because we record our [Free Online Webinars](#), we are constantly updating the YouTube page with new material every week. Check often for new videos.



Backing up

Remember to regularly make backups of your data. Back up often to prevent possibly having to re-enter data! You can perform this function yourself, and it only takes seconds. Don't depend on someone else. A secondary backup never hurts.

[More information regarding backing up your data can be found here](#)

