

## Technology Planning Checklist Questionnaire (TPC Report)

Use this 9-step questionnaire to identify critical issues regarding the safety of your business. Increase your peace of mind by updating your business information protection and continuity plan.

Instructions: Answer these questions to evaluate your current readiness level and to identify areas of improvement.

<i>Check Yes or No and then see the information below.</i>	YES	NO
Do you have antivirus software on all computers and servers that is up to date?	<input type="checkbox"/>	<input type="checkbox"/>
Are your owners and staff adequately trained?	<input type="checkbox"/>	<input type="checkbox"/>
Is your firm in compliance with software licensing agreements?	<input type="checkbox"/>	<input type="checkbox"/>
Is your firm using current versions of its software?	<input type="checkbox"/>	<input type="checkbox"/>
Does your firm have a quality PC for every person attached to a LAN?	<input type="checkbox"/>	<input type="checkbox"/>
Have you upgraded at least one-third of your network nodes during the past year?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a disaster recovery plan?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a lifecycle policy for your hardware and software resources?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a written three-year plan for IT and budget?	<input type="checkbox"/>	<input type="checkbox"/>

Are all of your answers 'Yes'? Congratulations, you see the value of Information Technology, and identify it as a strategic and competitive advantage for your business.

Some 'No' answers? Don't panic, but take a minute to consider some of the following:

How long can your business survive without your business systems?

Does your business require compliance with federal or other regulations (HIPAA, Sarbanes Oxley, GLBA, etc.)? These standards require added information privacy and/or business continuity planning for you to achieve compliance and to avoid non-compliance, fines and embarrassment.

We strongly suggest that you take some time to review how technology fits in to your business strategies. C Squared Computer Consulting can be a resource for assessing your current IT infrastructure. We can help you create a plan to integrate technology as a strategic advantage for your business. Feel free to contact us today; ask us about our approach to providing your business with a Network Assessment.

