

What you need to know / do?

Backup

- What was the date of your last successful backup?
- What program do you use to backup your data?
- What device / media do you backup to?
- Is your backup program compliant with Windows XP or Windows Vista?
- Do you have a valid copy of the backup program and serial number?
- Is your backup password protected? / What is the password?
- Do you have valid copies of all other necessary programs and serial numbers?

Insurance

- What is your insurance contact phone number?
- Who is allowed access to your insurance account?
- What is your insurance account number?
- What are your insurance security details?
- Who is your insurance provider?
- Are you insured for the above contingency?
- Are funds released immediately to support the cost of your IT infrastructure?

Relocation

- Identify a temporary location for your business to continue to operate?
- Does this location have a reliable electricity supply?
- Does this location have a reliable broadband connection?
- Does this location have a reliable mobile phone signal?

Telephone

- Who is your telecom provider?
- What is your telecom contact phone number?
- Who is allowed access to your telecom account?
- What is your telecom account number?
- What are your telecom security details?
- Can your telecom provider support call forwarding to a mobile phone?

Broadband / Email

- Who is your broadband provider?
- What is your broadband contact phone number?
- Who is allowed access to your broadband account?
- What is your broadband account number?
- What are your broadband security details?

Telephone: 01663 766370