

Motley IT Assurance

Small Business Technology & Efficiency Self-Check

Use this quick self-check to spot warning signs around backups, security, wasted time, and inefficient processes. If you answer “**No**” or “**Not Sure**” to several items, a Technology Health Check may be worth doing.

Question	Yes	No	Not Sure
1. Are your critical business files backed up and tested?	■	■	■
2. Do you know whether every Windows PC is up to date?	■	■	■
3. Is multifactor authentication enabled where it should be?	■	■	■
4. Are users prevented from routinely working as local admins?	■	■	■
5. Do you know which software subscriptions you still pay for but rarely use?	■	■	■
6. Could key daily tasks continue if one PC failed today?	■	■	■
7. Do employees waste time re-entering the same information in multiple places?	■	■	■
8. Do you have repetitive office tasks that could likely be automated?	■	■	■
9. Do you know which technology issues would hurt operations first?	■	■	■
10. Would an outside second opinion be useful even if you already have IT?	■	■	■

Need help reading the results? Motley IT Assurance provides a flat-rate Small Business Technology Health Check for up to 10 Windows computers. You get a plain-English report within 48 hours, with no contract and no obligation to hire me for repairs.

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