



# TECHNOLOGY INFRASTRUCTURE Assessment Checklist

## I. Strategy and Alignment

- ▶ Is your IT strategy aligned with your overall business goals?
- ▶ Do you have a clear understanding of your current technology needs and future aspirations?
- ▶ Have you defined key performance indicators (KPIs) for your technology infrastructure?
- ▶ Are you regularly reviewing and adjusting your IT strategy as needed?

## II. Hardware and Software

### Hardware:

- ▶ Are your devices (computers, servers, network equipment) reliable and up to date?
- ▶ Are there any performance bottlenecks or compatibility issues?
- ▶ Is your hardware properly maintained and secured?
- ▶ Do you have a plan for hardware refresh and disposal?

### Software:

- ▶ Are you using the latest versions of your software applications?
- ▶ Are all software licenses compliant and up to date?
- ▶ Do you have a standardised software deployment and update process?
- ▶ Are you utilising software features effectively to optimise business processes?

### III. Network and Security

#### Network:

- ▶ Is your network bandwidth sufficient to support current needs and future growth?
- ▶ Are there any network connectivity or performance issues?
- ▶ Is your network secure from unauthorized access and cyber threats?
- ▶ Do you have a robust network monitoring and management system?

#### Security:

- ▶ Do you have a comprehensive security policy and procedures in place?
- ▶ Are employee devices and data adequately protected?
- ▶ Do you have a plan for incident response and disaster recovery?
- ▶ Are you regularly conducting security audits and vulnerability assessments?

### IV. Data Management and Storage

#### Data Management:

- ▶ Do you have a clear understanding of your data assets and their sensitivity?
- ▶ Are you adhering to data privacy regulations and compliance requirements?
- ▶ Do you have a data governance strategy and policies in place?
- ▶ Are you effectively managing data access and permissions?

#### Storage:

- ▶ Are your data storage solutions reliable, scalable, and secure?
- ▶ Is your data adequately backed up and protected from loss or corruption?
- ▶ Do you have a data retention and deletion policy?
- ▶ Are you considering cloud storage options for cost efficiency and accessibility?

### V. Support and Maintenance

- ▶ Do you have an internal IT support team or external service provider?
- ▶ Are your support services responsive and effective in resolving issues?
- ▶ Do you have a proactive maintenance plan to prevent downtime and data loss?
- ▶ Are you training your employees on proper technology usage and security practices?

### VI. Cost and Optimisation

- ▶ Do you have a clear understanding of your IT infrastructure costs?
- ▶ Are you optimising your technology spend for maximum value?
- ▶ Are you considering cost-saving opportunities like cloud computing or open-source software?
- ▶ Are you regularly reviewing and negotiating vendor contracts?

### VII. Future Considerations

- ▶ What emerging technologies could impact your business in the next 3-5 years?
- ▶ Are you prepared to adopt new technologies to stay competitive and innovative?
- ▶ Do you have a plan for integrating new technologies with your existing infrastructure?
- ▶ How will you ensure that your technology infrastructure remains flexible and adaptable to changing needs?

This checklist provides a starting point for assessing your business's technology infrastructure. You can customise it based on your specific industry, size, and needs.

By regularly evaluating your technology, you can identify potential weaknesses, optimise performance, and ensure that your infrastructure is a solid foundation for future growth.

Remember, a healthy technology infrastructure is not just about the latest gadgets and software. It's about having a clear vision, making informed decisions, and constantly seeking improvement.

**Free your business and time from IT issues with Arrow's Managed IT Solutions. Speak with our experts today.**

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