

Action List to Kick off 2019

- Evaluate your 2018.** What were your successes? Your challenges? Set your intentions and goals for the year ahead.
- Change your passwords.** Just like your underwear, change your passwords frequently. We are all hearing about increasing number and severity of data breaches. A simple and free way to minimise your risk of becoming a statistic is to secure your accounts with strong and effective credentials.
- Do a headcount.** Organisations change. Do a spring clean of the accounts in use within your organisation. Are there any zombie accounts left over from departed employees?
- Check on your devices** to see whether they're still right for the job after any technological developments from 2018. The new year is a perfect time to take stock of your team and the tools at their disposal. Are the right team members using the right devices? Do you need to update your apps, software or hardware?
- Backup all your data.** Be confident that you have an effective backup plan in place and it is tested regularly.
- Review and update your Business Continuity Plan,** if needed, to ensure a smooth sailing business year and minimal downtime.
- Think about whether there is a need for further training** amongst your team. Review what skills and learnings will help keep your team and business on track this 2019.
- Write an action list of three things you'd like to achieve in the first quarter of this year.** What is one thing you can do right now to tick an item off your list? After all, upgrades aren't only for machines.

Have an awesome 2019!

If you need help with bringing your brilliant business ideas to life in 2019. Call us today to arrange a time for an action session and let's get you kicking those goals!

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