



4 ways to start the  
**New Year**  
**Securely** →

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## Enhance your path forward with a comprehensive IT roadmap

While it might be tempting to dive headfirst into the year, addressing IT support challenges as they surface, this approach may not always be the most economical.

Follow the example set by the IT Director at Focus Techs and kick off the new year by crafting a strategic IT plan for the next 12 months.

Outline your anticipated requirements for new hardware, software, and crucial infrastructure upgrades such as internet connections.



## Embrace cloud technology.



A crucial aspect of fostering remote work is ensuring that teams operating from various locations can seamlessly perform their duties and access vital files.

While remote email access may already be in place, the challenge arises when dealing with locally installed software for file and business software access.

We offer a comprehensive business suite equipped with cloud services, including the remote storage app OneDrive, and essential tools like Microsoft Office, you should invest in a subscription as it could be the most valuable expenditure for your business throughout the year.

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## Prioritise Cyber Security.

With numerous businesses transitioning to digital workspaces, the prevalence of criminal opportunities has increased. However, you need not fall victim to these threats.

By concentrating on fundamental cybersecurity practices, you can already fortify your defenses beyond the level of many businesses today. As a general guideline, implementing even the most basic preventative measures proves effective in warding off commonplace cyberattacks.



# Establish a Contingency Strategy (Just in Case)

A valuable lesson from 2020 is the unpredictable nature of what lies ahead.

Considering this uncertainty, we strongly advise every small business to formulate a comprehensive business continuity and disaster recovery plan. But what does this entail? It goes beyond merely backing up critical data, although that is certainly a crucial component.

For small businesses, disaster recovery involves swiftly restoring systems and minimising downtime in the event of an unexpected IT failure. This failure could be as minor as a single server malfunctioning, yet even such incidents can inflict lasting damage.



**Ready to talk?  
Call us now**

**01942 318070**

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