



Are you Doomed? If your In-House Computer Expert Quits

Here's an important question most businesses don't think about: what would happen if your in-house IT guru suddenly quit? Most business owners think it would only be a temporary inconvenience when, in fact, the opposite is usually true. Want to know how much you are at risk?

Ask yourself the following 6 questions:

1. Do you know all the passwords?

Every machine and internet related device on your network has (or should have) a password. If you don't know what they are, you cannot view, change, or update the system settings. You should also know the password to your company's database and accounting package.

2. Do you know where your backup files are stored and if they are being stored properly?

If you are like most business owners, you're too busy dealing with the "crisis of the day" to think about system backups and probably leave tasks to your internal expert. If your database gets fried and your tech is nowhere to be found, you might be in a lot of trouble.

3. Do you have all the product keys to your software?

Product keys are long, alphanumeric codes, usually printed on the back of the software's packing material, that are required to install the software. Once installed, you don't need them again... UNLESS your system becomes unstable and you need to reinstall the program. Always make sure you have these stored in a secure location.

4. Do you know where all the software disks are stored?

Bad things can happen to computers, and the situation can be made worse if you are not prepared. Taking a minute to organize and store your software disks in a secure place can save you a considerable chunk of money in the event that you need to restore a program on your computer. If you don't have the disk, you might be forced to buy the software again.

5. Do you know what routine maintenance must be done to your network?

I know that the very idea of learning about and keeping track of all the servers, workstations, and peripherals on your network probably gives you a major headache, but it is important information to maintain. If your in-house expert leaves, who will take over?

6. Do you know how to protect yourself from an ugly security breach if your in-house computer expert leaves?

What happens if your in-house expert splits with no warning AND has access to your company's network? As soon as humanly possible, you should disable his or her access, including remote access to your network.

So how did you do? If you answered "no" to even one of these questions, you need to get the answers now before it's too late.

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