techrelate
people & technology

SECURITY ESSENTIALS GUIDE

Your Business Cyber Security Checklist

A short guide to the security essentials every UK business should have in place.

PART 1
Technical security

PART 2
People & training

PART 1

Is your technology secure?

Tick each item your business already has in place. Anything left unticked is a gap worth reviewing.

- [ ] **Multi-factor authentication** is enabled on all business accounts including email, cloud applications, and banking
- [ ] All devices have current **antivirus or endpoint protection** installed
- [ ] **Software and operating systems** are patched and updated regularly
- [ ] **Business data is backed up daily** and backups are tested periodically
- [ ] **Email filtering** is in place to reduce phishing reaching staff inboxes
- [ ] **Remote access is secured** with a VPN and multi-factor authentication
- [ ] An **incident response process** exists and your team knows who to contact and what to do

NOTES

PART 2

Is your team prepared?

Most breaches start with people, not technology. Tick the habits your team already has covered.

- [ ] All staff have received **cyber security training** in the last 12 months
- [ ] **New starters receive security onboarding** as part of their induction
- [ ] Staff know how to **recognise a phishing email** and what to do if they receive one
- [ ] **Password policies** are in place with strong, unique passwords required for all accounts
- [ ] Staff know **who to contact internally** if they suspect a security incident
- [ ] **Sensitive data handling procedures** are documented and understood by relevant team members

NOTES

HOW DID YOU SCORE?

If there are gaps, Techrelate can help.

We provide managed IT support and cybersecurity services for UK businesses. Book a free consultation and we'll give you an honest assessment of where you stand.

BOOK A FREE CONSULTATION

SCAN QR TO BOOK

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Managed IT support

Proactive, jargon-free support for UK businesses.

Cyber security

Close the gaps before they become incidents.