Small Business Cybersecurity Checklist
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Keep Information Safe:
[ ] Use strong passwords for accounts and change them regularly.
[ ] Keep backups of important data on secure devices or in the cloud.

Stay Safe Online:
[ ] Use a strong Wi-Fi password and secure your network.
[ ] Regularly update your computer and software to fix vulnerabilities.

Control Who Has Access:
[ ] Limit access to sensitive systems and data to authorized personnel.
[ ] Implement multi-factor authentication (MFA) for added security.

Be Careful with Email:
[ ] Be cautious with unexpected emails or attachments.
[ ] Avoid clicking on links from unknown senders.

Train Your Team:
[ ] Educate employees about phishing, scams, and safe online practices.
[ ] Encourage reporting of any suspicious activities or emails.

Be Ready for Problems:
[ ] Develop an incident response plan to address cyber incidents.
[ ] Establish contacts and steps for reporting and managing incidents.

Keep Computers Safe:
[ ] Install reputable antivirus and anti-malware software.
[ ] Regularly update and patch software to protect against known vulnerabilities.

Check People You Work With:
[ ] Evaluate third-party partners' cybersecurity practices.
[ ] Ensure they follow security protocols for shared data.

Keep Your Place Secure:
[ ] Implement physical security measures, like locks and alarms.
[ ] Secure sensitive information and devices when not in use.

This Small Business Cybersecurity Checklist was created by Connecteam - the easiest way to manage your employees in one place.
Follow the Law:

[ ] Adhere to data protection regulations relevant to your business.
[ ] Maintain transparent privacy policies for customer data.

Check and Improve:

[ ] Periodically assess your cybersecurity measures for effectiveness.
[ ] Stay informed about new cyber threats and adapt your strategy.