

IT Support Actionable Plan

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Conduct a comprehensive assessment of your school's IT infrastructure, including hardware, software, network, and security systems. Identify strengths and weaknesses in your current IT support practices.



Identify specific areas where your school may be making common IT support mistakes. Pay attention to areas such as maintenance, cybersecurity, training, backup, and emergency planning.



Create a detailed plan to address and improve areas where mistakes are identified. Set clear goals, timelines, and responsibilities for implementing the plan.



Schedule regular maintenance tasks like software updates, hardware checks, and system optimization. Regular maintenance helps prevent issues and keeps your IT systems running smoothly.



Implement robust cybersecurity practices, including strong password policies, regular security audits, and employee training on phishing and other cyber threats.



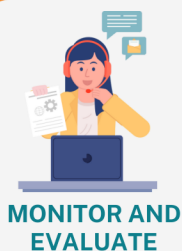
Organize regular training sessions for staff and students on IT best practices, cybersecurity awareness, and the use of IT resources. Use resources like **Google's Digital Citizenship and Safety Course** to enhance education.



Set up automated backup systems for critical data and regularly assess data recovery processes to ensure they are effective.



Create an IT emergency plan with procedures, contacts, and an escalation path. Ensure all staff know the plan and their roles during emergencies.



Regularly review and adjust your school's IT support practices and improvement plan to address new challenges and changes in technology.



Partner with a professional IT support provider for your school. Get the latest tech trends and maintain well-functioning IT systems.

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