

School IT Environment Checklist

Is your technology where it needs to be? Take a moment to reflect on these 10 questions.

- 1. Are your technology tools meeting the needs of both staff and students?**
☐ Yes ☐ Somewhat ☐ Not Sure
- 2. Do you have a long-term plan that fits your school's budget and staffing?**
☐ Yes ☐ Somewhat ☐ Not Yet
- 3. Is your student and staff data well-protected from cyber threats?**
☐ Yes ☐ Needs Review ☐ Unsure
- 4. Are your technology policies up to date and designed with safety and compliance in mind?**
☐ Yes ☐ Needs Updating ☐ No Formal Policy
- 5. Are your classroom and office devices secure, updated, and accounted for?**
☐ Yes ☐ Mixed Status ☐ Unsure
- 6. Would your school be able to respond quickly if a network or system went down?**
☐ Yes ☐ Somewhat Prepared ☐ No Plan in Place
- 7. Are your backups tested and ready to restore important data if needed?**
☐ Yes ☐ Unsure ☐ Not Currently Backed Up
- 8. Do you have basic protections in place like email filtering and endpoint security?**
☐ Yes ☐ Some Tools in Place ☐ Not Yet
- 9. Are teachers getting the tech support they need, without overloading you?**
☐ Yes ☐ Sometimes ☐ Overwhelmed
- 10. Are you using the E-Rate program to help fund IT improvements?**
☐ Yes ☐ Not Fully ☐ I Don't Know What E-Rate Is

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What's Next?

This checklist is a great first step toward understanding your school's current IT environment. But you don't have to figure it all out alone.

We'd love to walk through it with you, point by point.

Our team at Hart Technology Solutions specializes in helping schools build reliable, secure, and budget-conscious technology plans, with support every step of the way.

Contact us to schedule a quick review of your checklist, and together we'll turn your reflections into a clear path forward.

The Hart Technology Solutions Team

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