



AMPLIFY YOUR AMBITION

MANAGED TECHNOLOGY CHECKLIST

Purpose

To collect the minimally required information to establish an estimate of the cost associated with service as your company's information technology division.

Requirements

Please provide the following key items required for a full scope and proposal:

- List of current hardware in operations:
 - Number of Workstations: _____
 - Number of Printers: _____
 - Number of Servers: _____

- Level of Helpdesk support desired:
 - 6-hour business hours only reply: _____
 - Immediate reply business hours: _____
 - Immediate reply 24/7 availability: _____
- Monitor Firewall?
- Manage Network?
- Do you have software support beyond Microsoft Office?
If yes, what are they? _____
- Copies of IT Policies and architecture Schema (attach as PDF or link)

Follow-up

Once all the checklist items are collected, please email all the contents from above, including a shared link to dropbox or cloud service, at info@xmigrowth.com.

For any additional questions, please call us at (615) 248.9255