

Evaluation of your current System and Data Reality and Needs

The following document will help us to evaluate and design the least sufficient and most effective and efficient strategy for data and system protection.

Part of the approach at PIN Marketing and Technology is to create a shift in how we think about and use technology. This shift is very easy to describe but harder to adopt in practice. Helping you accomplishing this shift, by showing you how small-picture skills and knowledge fit into the Big Picture understanding and vision is the greatest thing of value we provide.

To make this shift we must stop engaging with technology at the level of problem solving, or at the level of the stuff of technology, and shift our focus to the level of imagination.

Before you answer the main part of the questionnaire we will ask you to, in point form, written, recorded, or using any means of communication you prefer that is portable, to make a first attempt at this new way of thinking.

Here's how it works:

Without referring to any piece of technology, hardware or software, at the level of configuration or function (i.e. how it works, or doesn't work) describe in practical or impractical terms what you wish to accomplish in your immediate environment, and even in the world, working from the assumption that anything involving or requiring a technology based solution is possible. You are free to think about the tools you use (iPods, cell phones, digital camera, blackberries, computers, etc.) but only at the level of the important information, things, or experiences that they provide for you, such as:

A novel you are writing, music you listen to or compose, photos, business plans, a remote security system, your social life, on-line banking, etc.

Focus on what you would create and what the experience would be like, not on how you might actually do it.

For example,

Don't write down, 'I want to record all the business conversations I have on my phone on my computer'

Write down, 'I want to record all the business related conversations I have at home by simply clicking a single button, and I want to be able to organize them by client name and date, etc...'

Ok, get started!

After you complete this part of the process complete the following questionnaire.

General Questionnaire to Help Develop a System and Data Protection Plan

1. If a part of your system fails (software and/or hardware) and it may take several days to fix, or require the purchase of a new software or hardware is this a problem? Describe why.
2. If your operating system needs to be rebuilt to resolve a software or hardware issue or to improve performance can you do this yourself or will you have to find someone else to do it (with or without expense)?
3. Do you have data or information that you would feel really upset about losing or having others access, or that would cost you money or hassles if you were to lose it or others gained access to it? What is the nature of that information?

Please do not feel any need to disclose sensitive or private information in detail. It might be enough to describe in it non-specific terms. Part of this process is to help you to learn how you might be unwittingly compromising your sensitive information.

4. What sorts of risks are you aware of in terms of your sensitive information and/or valuable data?
5. Do you often find yourself having to recreate address lists, bookmarks, documents, etc. or recover music files, movies, or photos from other sources?
6. Do you often find yourself having to sort through or search for the same information over and over again?
7. Do you often have trouble finding information or data that you are certain you have or had?
8. If you haven't already completed the Questionnaire for Determining Technology Strategies and Training list all the things on, or that you accomplish with either your computer or any of your technology that are either very important to you, or would take a great amount of time, expense, or effort to recreate.
9. Do you enjoy redoing things you have already done, but don't need to do again, or would you rather just do these things once and maintain them?
10. Do you want the ability to recover lost, corrupted, or accidentally deleted files or system settings and/or software?
11. Do you want the ability to recover earlier versions of software or systems or files? If yes, how far back would you wish to do this, and how often would you want these changes captured.
12. Do you want or need a system to off-load old data or create backups of data for storage at another location to protect against theft, fire, etc.
13. Do you have right tools and understand how to select, maintain, configure and use them to protect against malware, viruses, spyware, etc.
14. Do you have one password for every site, including your on-line banking?

15. Do you have so many passwords that you have to constantly reset them?
16. Do you understand how to select, maintain, configure, and use tools to keep your operating system(s) running as smoothly as possible over its useful life?
17. Do you have duplication of specific types of data on different devices, or different amounts of the same kind of data on these different devices? If yes, would it be valuable to have a way to synchronize and/or protect this data. Be specific in your answers.
18. Would it be useful to access your computer(s), data, or any resources remotely from almost anywhere in the world?
19. Would it be useful to share resources or peripherals for more than one device or computer on a network or even over the Internet?
20. Do you wish to better control the access others have to your data and technology?