

IT Checklist for Home Offices	Yes	N/A	Pending
Hardware			
Laptop/desktop			
Scanner			
Printer			
Backup cartridges			
Mouse			
Keyboard			
Monitor			
UPS			
Cable for connection monitor to computer			
Internet connection			
Network connection			
Software for Home Offices			
Skype			
Email solution			
Conference call solution			
Office software:			
Excel Libre Calc			
Word / Libre Office			
Paint / GIMP			
Power point / Libre Illustrator			
Cloud services			
Calendar software			
Document Management			
Data recovery plan			
HR / Leave Management			
Payroll software			
CRM software			
Quotes / Invoices			