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# SMB Cybersecurity Checklist 2025

**11 Essentials to Stay Secure**

## 1. Know Your Risks
- ☐ Run a third-party risk assessment
- ☐ Publish a plain-English security policy
- ☐ Create and test incident response plans

## 2. Train Your People
- ☐ Schedule quarterly phishing simulations
- ☐ Reward users who report threats
- ☐ Use automated anti-phishing campaigns

## 3. Enforce Strong Credentials
- ☐ Require long, memorable passphrases
- ☐ Deploy a company-wide password manager
- ☐ Enable MFA or passkeys on all accounts

## 4. Patch Everything Promptly
- ☐ Turn on automatic OS and app updates
- ☐ Use patch management for third-party tools
- ☐ Block users from deferring updates

## 5. Protect Every Device
- ☐ Install EDR/XDR on all endpoints
- ☐ Decommission unsupported operating systems
- ☐ Encrypt all device storage by default

## 6. Secure Your Network
- ☐ Segment networks by trust level
- ☐ Close unused firewall ports
- ☐ Require MFA on VPN/RDP access

## 7. Lock Down Email
- ☐ Use advanced filters with URL rewriting
- ☐ Implement SPF, DKIM, and DMARC
- ☐ Train staff to spot deep fakes

## 8. Back Up & Encrypt Data
- ☐ Follow the 3-2-1 backup rule
- ☐ Test backups and log restore results
- ☐ Encrypt all data in transit and at rest
- ☐ Backup Microsoft 365/Google Workspace

## 9. Limit User Access
- ☐ Apply least-privilege access policies
- ☐ Remove unused accounts monthly
- ☐ Disable logins within 24 hours of exit

## 10. Lock Down Cloud Services
- ☐ Apply Microsoft/Google security baselines
- ☐ Enable conditional access and DLP rules

## 11. Stay Compliant
- ☐ Map to industry frameworks (HIPAA, PCI, etc.)
- ☐ Maintain logs, policies, and training records

## Quick Start Plan
- ☐ Mark each task: Done / In Progress / Not Started
- ☐ Assign an owner, deadline, and blockers
- ☐ Start with quick wins like MFA and patching
- ☐ Schedule quarterly reviews and updates

## Need help?

Call ViaTek at **303-664-1182** or email **sales@viatek.net** for support or to outsource implementation.

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