

# Sample IT Work From Home Setup Checklist

Prepared by: [Your Name]

Date: [Date]

#### I. Network and Connectivity

Task	Completed
Ensure a stable internet connection with sufficient bandwidth.	Yes No
Set up a secure Wi-Fi network with WPA3 or WPA2 encryption.	Yes No
Have backup connectivity solutions like mobile hotspots.	☐ Yes
Install or update VPN software for secure access to company resources.	Yes No
Configure a guest network to separate work and personal devices.	Yes No
Keep network devices updated with the latest firmware versions.	Yes No
Test video conferencing software for quality and latency.	Yes No

# **Checklist Work From Home Setup**

**Daniela Niemeyer** 

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