IT & CYBER HEALTH CHECK

Example findings & action plan

A one-page example of the written result

FICTIONAL EXAMPLE

No real client, systems or assessment are represented here.

What the review might uncover

Example small organisation: some basic protections exist, but three areas need attention. The order below shows how a short, practical plan can be handed over.

01 / MICROSOFT 365

HIGH

An administrator account has no MFA

Illustrative finding: One example privileged account can sign in without a second factor.

Next step: Enable MFA and confirm every administrator account is covered.

02 / BACKUPS

MEDIUM

A restore has not been tested

Illustrative finding: Backups appear scheduled, but no recent file restore test is documented.

Next step: Restore a sample file and record the result and backup scope.

03 / DEVICES

MEDIUM

Security updates are overdue

Illustrative finding: Two example laptops show outstanding operating-system security updates.

Next step: Apply updates and agree how devices will be checked each month.

Priority action plan

01	Next 7 days	Protect every administrator sign-in with MFA.
02	Within 30 days	Run and document a restore test.
03	Within 30 days	Update devices and set a recurring check.

In a real report: findings are based on the agreed systems and evidence, explained in plain English and discussed with you. Follow-on work is optional and quoted separately. This illustrative excerpt is not a penetration test, formal security audit or Cyber Essentials certification.