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SELECTED SAMPLE PAGES

RUNIK READY

# Business technology readiness review

A practical view of what is working, what needs attention and what to do next.



PREPARED FOR

## Example & Co.

Illustrative extract | 8 October 2026

CONFIDENTIAL

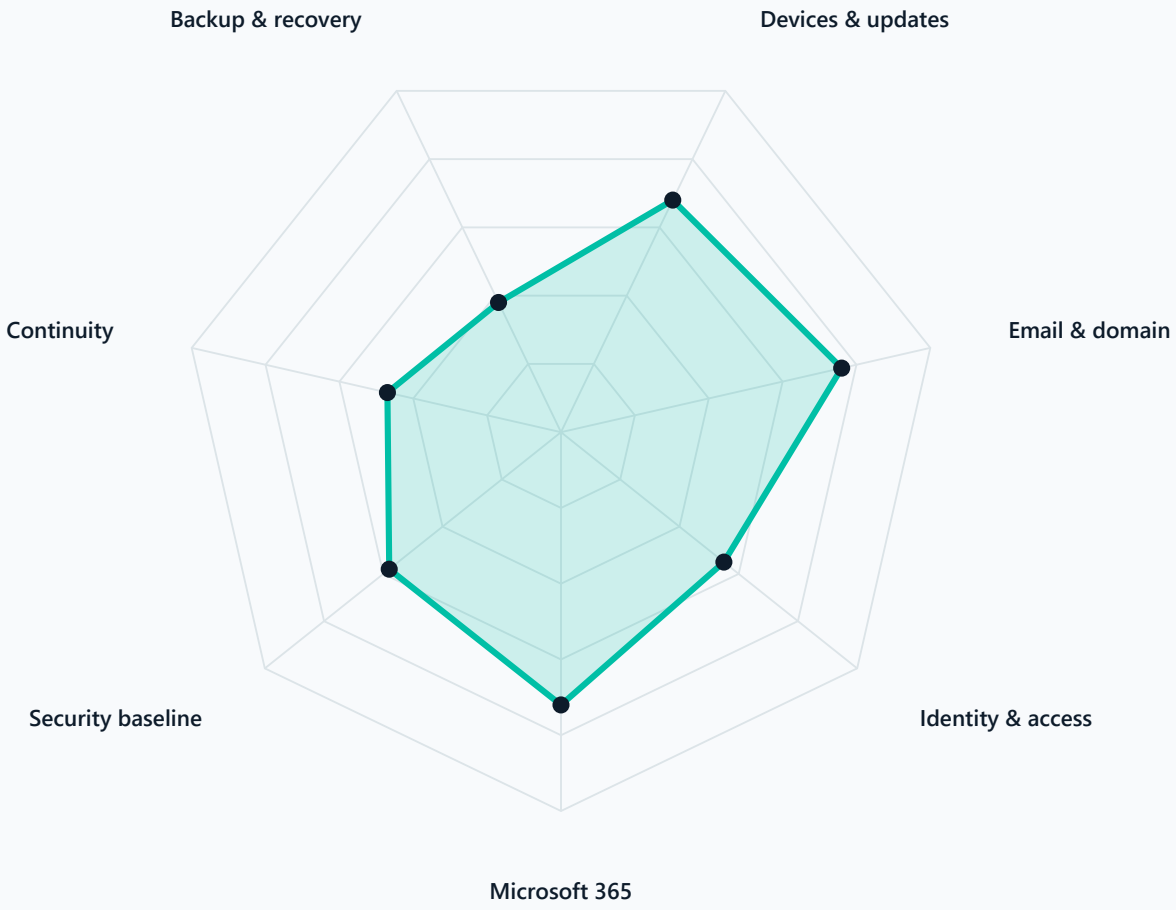
Three selected pages from a complete 10-15 page Runik Ready report.

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EXAMPLE REPORT EXTRACT | READINESS OVERVIEW

# Where the business stands today

The shape matters more than a single score. This view highlights the strongest foundations and the areas that deserve attention first.




**WHAT THIS TELLS US**

Microsoft 365 and email controls provide a reasonable base. Backup and continuity are the clearest weaknesses, with identity controls the next priority.

Scores and findings on this page are illustrative, not a completed assessment.

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EXAMPLE REPORT EXTRACT | PRIORITY ROADMAP

# What to do next

Recommendations are sequenced by business risk and practical value. You can ask Runik to quote, handle them internally or take them to another provider.

FIRST 30 DAYS — HIGH PRIORITY

## Protect Microsoft 365 data

Introduce an independent backup and agree a simple, tested recovery process.

FIRST 30 DAYS — HIGH PRIORITY

## Strengthen account security

Standardise MFA, remove legacy sign-in methods and document administrator access.

NEXT 90 DAYS — MEDIUM PRIORITY

## Create a joiner and leaver process

Use one repeatable checklist covering accounts, devices, permissions and ownership.

PLAN WHEN APPROPRIATE — PLANNED

## Prepare for Cyber Essentials

Close the baseline gaps identified in this review before beginning formal certification.

THE PLAN IS YOURS TO KEEP

Prioritised recommendations, without an obligation to purchase further services.