

Keep a tested way into the backup console that does not use the company sign-in

About 20 minutes, once, in a quiet hour

When the company sign-in is down, a backup console that depends on it is down too, and nobody can start a restore. Most company sign-ins run through a directory (the system that holds everyone's logins).

Yes 2 Written down, with a date (a log, a screen, a document), and it meets your own plan.

Partly 1 Remembered, but not written down, or the record shows you missed your plan.

No 0 Nobody knows, or it was never done. A blank is a finding.

"None, checked on a date" counts as a record. No plan or target written down? Write your guess first, then measure: the guess is your plan.

Five questions about your own setup

1 Signed in without the directory

Your answer, and where it is written down (with the date) What date did you last sign in to the backup console with an account it checks itself, not through the directory?

No 0 | Partly 1 | Yes 2 Score 0, 1 or 2 This quarter Next quarter

How to raise it

Where to find it:
Try it, in a quiet hour. Find the account in the console's own user list, sign in with it, and write down the date.

To get it to a 2:
You signed in this way, the date is written down, and it is inside the interval your team sets. No interval written down? Write your guess and score against it.

What this does not prove:
One sign-in proves the account worked today, not that the person who needs it can find the details.

2 Where its details are kept

Your answer, and where it is written down (with the date) Where are that account's details kept, and who can open them? Is the answer two people, in two places?

No 0 | Partly 1 | Yes 2 Score 0, 1 or 2 This quarter Next quarter

How to raise it

Where to find it:
Look for a sealed envelope, a safe, or an offline password vault. A file on the shared drive needs the network.

To get it to a 2:
Kept offline, in two places, reachable by two named people, checked on a date.

3 The array's screen too

Your answer, and where it is written down (with the date) What date did you last do the same for the storage array's management screen (the page you use to manage the storage hardware)?

No 0 | Partly 1 | Yes 2 | Score 0, 1 or 2 | This quarter | Next quarter

How to raise it

Where to find it:
Try it the same way, with an account the array checks itself.

To get it to a 2:
You signed in this way, and the date is written down.

4 Two people who can open it

Your answer, and where it is written down (with the date) Who are the two people who can open those details, by name?

No 0 | Partly 1 | Yes 2 | Score 0, 1 or 2 | This quarter | Next quarter

How to raise it

Where to find it:
Ask them. If only one person can, or nobody is sure, that is the finding.

To get it to a 2:
Two named people, written down, and both have opened the details once, with the date.

5 The last time it was used

Your answer, and where it is written down (with the date) What date did someone last sign in with the emergency account, and when were its details last changed?

No 0 | Partly 1 | Yes 2 | Score 0, 1 or 2 | This quarter | Next quarter

How to raise it

Where to find it:
The console's audit log, or the note kept with the details.

To get it to a 2:
A dated sign-in inside the interval your team sets. No interval written down? Write your guess and score against it.

What this does not prove:
A dated sign-in shows it worked then, not that it will work on the day or that a restore would.

Your total, out of 10

9-10 **Known** Score the same page again next quarter.

5-8 **Partly known** Fix your lowest row this week.

0-4 **Assumed** Do row 1 this week.

Two rules beat the total: if row 1 scores below 2, the result is Assumed. Any row that missed your plan or guess is your next step.

When did someone last sign in to your backup console without the company sign-in?

What this does not prove

One sign-in shows the account worked today. It does not show it will work on the day, or that a restore would. If the account does not exist yet, that is the finding.

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