Valley Expetec

Cloud Migration & VDI Readiness Checklist



Your step-by-step guide to assess whether cloud solutions and Virtual Desktop Infrastructure (VDI) are right for your remote work environment.

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The Power of Cloud and VDI: Efficiency, Scalability, and Security

The modern workforce is more distributed than ever. Cloud solutions and VDI can enhance productivity, security, and scalability—but are they the right fit for your business? This checklist will help you evaluate your current setup and readiness, identify gaps, and provide actionable steps toward an informed decision.

Step 1: Assess Your Current IT Environment

1. Infrastructure Inventory

Take stock of your existing hardware and software systems.

☐ **Do you have aging servers or devices that require frequent repairs?**

- *Example:* "Our office desktops are over five years old and prone to crashes. Could a centralized VDI improve reliability?"

☐ **Are your current systems scalable as your team grows?**

- *Example:* "We're hiring remote employees rapidly, but onboarding them takes weeks with current tools."

2. Internet Connectivity

Reliable connectivity is critical for cloud and VDI.

☐ **Do you have stable and fast internet at all office and remote locations?**

- *Tip:* Test your connection speed using tools like Speed test. Aim for **50 Mbps or higher** for smooth VDI performance.

☐ **Do you have a backup internet solution in case of outages?**

- *Example:* "Last month, an outage left my team offline for hours. Could a cloud-based failover system prevent this?"

Step 2: Evaluate Your Security Posture

3. Data Security Risks

Assess the current level of protection for sensitive business data.

☐ **Are your employees using personal devices to access company resources?**

- *Problem:* "Remote employees accessing files on personal devices can lead to data breaches."
- **Solution:** Cloud and VDI provide secure, centralized access.

☐ **Have you implemented multi-factor authentication (MFA) across all systems?**

- *Checklist Reminder:* MFA is a game-changer—it significantly cuts down the risk of unauthorized access.



4. Compliance Requirements

☐ **Does your industry have strict compliance regulations (e.g., HIPAA, GDPR)?**

- *Example:* "Our healthcare clinic must comply with HIPAA. A VDI ensures secure, compliant access for remote practitioners."

☐ **Are you confident in your current backup and disaster recovery plan?**

- *Tip:* Cloud solutions typically include automated backups to protect against data loss.



Step 3: Identify Productivity Challenges

5. Employee Productivity

☐ **Are remote workers struggling with access to tools and files?**

- *Example:* "Our team spends hours waiting for IT to fix VPN access. Could VDI eliminate this bottleneck?"

☐ **Do your employees need better collaboration tools?**

- *Solution:* A cloud-based platform ensures seamless file sharing and communication.

Step 4: Calculate Costs and ROI

6. Current IT Costs

☐ **Are you spending excessively on maintaining on-premises infrastructure?**

- *Example:* "Our IT costs jumped by 20% this year. Would a cloud-based solution be more cost-effective?"

☐ **Could reducing costly downtime save you significant money?**

- *Insight:* Every minute of downtime costs businesses an average of **$5,600 per minute** (Gartner). Cloud and VDI minimize outages.

Step 5: Test Your Team's Cloud Readiness

7. Employee Familiarity

☐ **Do your employees know how to use cloud-based tools effectively?**

- *Action Step:* Conduct a brief survey or training session to gauge their comfort level.

☐ **Do you have an internal IT champion or a Managed Service Provider to guide the transition?**

- *Example:* "Our IT manager is overwhelmed. Partnering with an MSP could simplify the move."

How many boxes did you check? If it's fewer than 5, your readiness level needs improvement.

◯ Score 11-14: You're cloud-ready! Let's discuss how we can streamline your migration.

◯ Score 7-10: You're on the right path but need support to address key gaps.

◯ Score 0-6: Your current setup may be putting your business at risk. Let's talk about how we can help.

Your Journey to the Cloud Starts Here

Don’t let outdated technology hold your business back. **The Cloud Migration & VDI Readiness Checklist** is just the first step. With a trusted partner, you can ensure a seamless transition that maximizes productivity and minimizes risks.

🎯 Next Step:

Let us review your readiness and create a custom roadmap. Fill out the form on our website to schedule a free consultation today!

Get Started Today!



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