

SAMPLE

Not a real business. Sample Electrical, its staff and its devices are invented. This is the shape of the report managed-IT clients get every month, filled from the demo dashboard on Sep 30, 2026.

MONTHLY IT REPORT · SEPTEMBER 2026

Sample Electrical

September 1 to 30, 2026. Seven computers and servers looked after: the owner's laptop, two office PCs, two crew laptops, the shop PC, and the file and backup server.

AT A GLANCE

FROM THE MONITORING DASHBOARD

Updates	4 of 7 report their status so far · 1 fully up to date · 17 waiting, 8 of them security · 2 need a restart to finish · applied this month: not monitored yet
Known vulnerabilities	3 high, 0 critical: one out-of-date compression program (7-Zip) on three devices. Updating it closes all three
Antivirus	Engine reported on 7 of 7: Microsoft Defender on the five Windows devices, XProtect on the one Mac, ClamAV on the server · on and current: not monitored yet
Encryption and firewall	Not monitored yet
Alerts, email, tickets	3 alerts (1 critical, 2 warnings) · no suspicious email held back · 3 tickets opened, 1 resolved, 1 hour 25 minutes logged

SAMPLE LINES · FROM OTHER TOOLS, INVENTED FOR THIS SAMPLE

Backups	Last successful backup the night before this report · last test restore two weeks earlier · from the backup tool
Multi-factor sign-in	On for 8 of 9 accounts · from Microsoft 365 or Google
Crew phones and tablets	All enrolled · from Microsoft 365 or Google

WHAT I DID THIS MONTH

- Suspicious activity on a crew account: password reset, browser extensions on both crew laptops reviewed
- False alarm from an office script: excluded for that script only
- Repeated sign-in attempts against the server: no action needed, since it accepts key sign-ins only, never passwords
- Supplier email asking to change bank details: checked, closed
- An office PC ran above 90% processor load for 15 minutes during an estimating export, then settled on its own
- Two new crew laptops: setup started

WHAT CHANGED

- Software added or removed: none this month
- Hardware changes: **not monitored yet**

WHAT NEEDS YOUR DECISION

- 1 The file and backup server's disk is 91% full**, on the backups share. The choice: keep fewer old backups, or add disk space.
My recommendation: add space, so the older restore points are kept.
- 2 The shop PC runs Windows 10, which is past support.** It is also the furthest behind: 14 updates waiting, 6 of them security, and its disk is 88% full.
My recommendation: replace it. A ticket is open.
- 3 The shop's shared login has no multi-factor sign-in** (*sample line*).
My recommendation: a separate login for each person, about 30 minutes of my time.

FOR YOUR INSURER, IF ASKED

Multi-factor sign-in: partly, 8 of 9 accounts (*sample*)

Protection on each computer: Microsoft Defender on the Windows devices (on and current: **not monitored yet**)

How quickly security updates go in: **not monitored yet**

Backups: yes, with a separate copy; restore tested this month (*sample*)

Disk encryption: **not monitored yet**

The monitoring dashboard is my own open-source platform, and it is in beta. It detects and alerts, and I handle the response. A line it cannot fill says "not monitored yet", never an estimate.

Sample · not a real business

See the dashboard behind it at sd-techsolutions.com/demos. The demo's invented data changes every night, so its numbers will differ from this page.

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