

Does your enterprise have an emergency plan?



Use this five-step Cisco Preparedness Checklist to find out.

1 Have you developed a comprehensive safety plan for your organization?

Keeping your staff safe should be your first priority. Compile a list of possible disruptions your organization might face, and make sure every employee is aware of the appropriate course of action for each situation. Tools such as Cisco WebEx and Cisco Spark solutions can help you quickly and easily shift schedules and rapidly communicate updates and alerts so you can keep your staff safe and productive—from anywhere.

[Start a free trial of the Cisco WebEx solution →](#)
[Download the Cisco Spark solution →](#)

2 Have you established communication leads for every department?

It's important that your key leaders are able to communicate with each other and coordinate their teams. It's a good idea to equip them with collaboration tools such as Cisco WebEx, Cisco Jabber, and Cisco Spark solutions on every device so they can keep communication channels open from anywhere.

[Start a free trial of the Cisco WebEx solution →](#)
[Download the Cisco Spark solution →](#)
[Download the Cisco Jabber solution \(requires organization support\) →](#)

3 Have you backed up your data and contacts?

Losing your contacts or data can cripple your productivity and make recovering from a disruption much more difficult. Make sure that you've backed up your important files and contact lists both physically (for example, on an external hard drive) and virtually (in the cloud) so they won't be lost, and that you have a tool such as the Cisco AnyConnect solution that will enable you to securely access your organization's network and services from any location.

[Download the Cisco AnyConnect solution for iOS \(requires organization support\) →](#)
[Download the Cisco AnyConnect solution for Android \(requires organization support\) →](#)

4 Have you backed up your power supply?

Devices are useless if you can't turn them on. A backup generator for your office and home is always a good idea, but at the very least, we suggest keeping a charged battery backup in your car, home, and office so that you can always have emergency access to your phone and other mobile devices.

[Start a free trial of the Cisco WebEx solution →](#)
[Download the Cisco Spark solution →](#)
[Download the Cisco Jabber solution \(requires organization support\) →](#)

5 Are you equipped to work from anywhere?

If you can't collaborate, you can't stay productive during a disruption. We suggest that every member of your team enable the following solutions on every device. That way, you can stay connected no matter what is happening outside.

Cisco WebEx solution – Schedule virtual meetings with video, audio, and file-sharing capability.
[Try it free →](#)

Cisco Jabber solution – Chat remotely from any device.
[Download Jabber \(requires organization support\) →](#)

Cisco Spark solution – Enable teamwide collaboration.
[Download the Cisco Spark solution →](#)

Cisco AnyConnect solution – Access your organization's network and resources securely from anywhere.

[Download the Cisco AnyConnect solution for iOS \(requires organization support\) →](#)
[Download the Cisco AnyConnect solution for Android \(requires organization support\) →](#)