# Keep your digital life and business running

Prepare for a lost device, an account problem or a day without reliable internet.

Use what fits your situation. Start with one useful change.

- [ ] I have listed my essential accounts, devices and information.
- [ ] Account ownership and renewal reminders are clear.
- [ ] Important accounts have stronger sign-in protection.
- [ ] Recovery details are current and protected.
- [ ] I know what my backup includes and where it is stored.
- [ ] I have restored and opened a harmless test file.
- [ ] I have an offline contact plan and a practical fallback.
- [ ] I have assigned an owner and a date to review the plan.

**My next useful step**

The three things I need most to keep working

Backup check date and action needed

My fallback for a lost phone or connection

Plan owner and next review date

Keep completed copies private. Do not write passwords, recovery codes or customer details here.

**Full guide and credited learning links:**
https://caribbeancolabs.com/keep-running