

## Lightning Strike Checklist



### CHECK YOUR EQUIPMENT

- Are your computers, servers, printers, and phones working?
- Check for blinking lights.
- Check for strange sounds and smells or visible damage, like scorch marks.
- Check battery backups and surge protectors for surge protection light. If the light is off or dim, it will no longer protect your equipment!

### REBOOT EVERYTHING

- Computers & Servers - Shutdown Windows through the Power Menu
- Monitors & Phones - Unplug the power cable from the wall
- Printers & Other Devices - Use the power button or switch then unplug it
- Other Network Powered Devices - Unplug both the network cable and power cable, if it has one.
- Wait at least 15-30 seconds before turning them back on

### MAKE A LIST

- Keep track of the Make/ Model / Serial Number of all damaged devices
- Update the list over the next few weeks. Equipment may continue to go out over time after a lightning strike.

### KNOW WHO TO CALL

- Your Insurance Company - \_\_\_\_\_
- A Licensed & Insured Electrician - \_\_\_\_\_
- Your Total IT Solutions Partner! - Total Network Technologies





**Total Network Technologies**

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## Lightning Strike Inventory Sheet

DEVICE TYPE	MAKE	MODEL	SERIAL #	DESCRIPTION OF DAMAGE