

# SLOW IT TOLERANCE RISK CHECKLIST



## Executive Tool for Identifying Hidden IT Friction

Built for business owners and operations leaders. Use this checklist to evaluate productivity loss from slow IT.



## How to Use

1. Takes 20–30 minutes
2. Check each box that applies
3. Count the total number of checked items
4. Identify productivity and IT performance risks

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## System Performance Issues

- Track slow application response times
- Measure delays during daily tasks
- Record frequent system freezes
- Review system startup times
- Audit overloaded workstations
- Monitor network latency issues

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## Infrastructure & Hardware Limits

- Audit outdated hardware systems
- Review memory and storage capacity
- Identify aging network equipment
- Evaluate server performance limits
- Track hardware upgrade history
- Plan hardware lifecycle replacements

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## Internet & Network Performance

- Test internet bandwidth capacity
- Monitor peak-hour network congestion
- Review ISP service performance
- Track dropped connections
- Audit network configuration issues
- Document connectivity troubleshooting steps

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## User Productivity Impact

- Measure time lost to slow systems
- Track delays handling customer requests
- Identify repeated employee workarounds
- Monitor application loading delays
- Record complaints about slow IT
- Review productivity bottlenecks



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## Technology Adoption Barriers

- Document hesitation toward upgrades
- Review employee training gaps
- Assess resistance to new systems
- Track delayed IT improvement projects
- Identify fear of operational disruption
- Evaluate readiness for cloud adoption

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## IT Planning & Improvement

- Document IT infrastructure roadmap
- Schedule performance improvement reviews
- Assign ownership for IT upgrades
- Monitor system performance trends
- Evaluate external IT support options
- Plan scalable infrastructure changes



### Scoring Model

- Count the total number of checked items
- Total Possible Score: 36
- 0–12 → High Risk
- 13–29 → Moderate Risk
- 30–36 → Controlled / Performance-Ready



### Immediate Red Flags

- Frequent slow application performance
- Outdated hardware still in production
- No monitoring of system performance
- Employees creating manual workarounds
- Delayed infrastructure upgrades
- No IT improvement roadmap



### Next Step

If your score indicates exposure, schedule an IT Performance Assessment.

**IT Performance Assessment**