10 Ways to cut IT costs in SME and 3rd Sector organisations

1. Telecoms
- Reviewing telephony bills can reveal easy ways to save money
- Consider using VoIP too, there are plenty of free or very cheap options that can drive down costs

2. Networks
- Reviewing WAN link bills can reveal further easy ways to save money

3. Maintenance
- Never just re-sign a maintenance agreement, always review it. A good one to start with is hardware, then move on to Microsoft.

4. Outsource
- Outsourcing can save money, but it's a double edged sword. Never undertake an IT outsourcing deal without using someone who's done it before.

5. Data Centres & Hosting
- Reviewing Data-Centre or hosting contracts that are more than a year old will most likely find savings.

6. Service Levels
- If you don't need 24/7 cover, changing to 8am-6pm Monday to Friday can make a huge difference in cost.

7. Printing
- Printing costs a lot of money particularly colour printing. Education is the key.

8. Training & Development
- Not just for IT staff, but for everyone else. Improving technical skills in your staff will reduce the cost of support and boost productive use of IT

9. Desktops
- A boost in memory usually removes the need to replace a desktop PC. Only provide laptops when they are really needed.

10. Virtualisation
- Virtualisation can reduce costs in many ways – electricity, licensing, rack-space, cooling, etc. Again, engage with an expert and savings can be made.