



Setting up a tax practice

A useful guide

8. IT systems

You will have to consider the nature of the office equipment that you require and the method of funding the purchases of same. Some IT requirements to be considered include the following:

- 1 Computer software and the nature of the e-mail system that is required
- 2 Computer hardware e.g. a laptop and printer, fax, scanner
- 3 The ability to access e-mail remotely
- 4 Frequent back-up of the hard drive
- 5 Anti-virus software
- 6 Technical support to resolve IT issues