

Your Digital Asset Management Checklist

To create and manage your digital estate, we suggest you do the following:

<input type="checkbox"/>	Identify and make an inventory of your digital content on your personal, remote and cloud accessing devices. Include email, social websites, and other important online accounts.
<input type="checkbox"/>	Provide the name of your intended heir, access rights, and your final wishes for each asset. For a template to help inventory your assets, go to: www.yourdigitalafterlife.com/resources .
<input type="checkbox"/>	Back up your devices and data. If you use online backup service websites, remember to add these accounts to your inventory list.
<input type="checkbox"/>	State your final digital asset wishes in your Will or in a digital addendum to your Will or Estate Plan.
<input type="checkbox"/>	Use digital estate planning services, posthumous email services, or ask your digital executor or heirs to carry out your final wishes after your death.
<input type="checkbox"/>	Ensure that your loved ones have the permission and access credentials to access the accounts you choose by reviewing your online account sites' "Terms or Service" for transferring access to others after your death.
<input type="checkbox"/>	Communicate your final wishes directly to your loved ones, digital executor, or heirs.