

# ASSET WALKTHROUGH TEMPLATE

30-Minute Physical Inventory for Visibility & Risk Awareness  
#AssetHunt Edition | Created by Djerhy Jn Baptiste ([djerhy.tech](https://djerhy.tech))



## STEP 1: WALK YOUR SPACE

Look everywhere:

- Desks, closets, drawers, shelves

- Storage bins, cable piles, under tables

- Server racks, unused corners

Photo everything. Dust and cables = clues.



## STEP 2: LOG WHAT YOU FIND

Log device details like name, type,

and location in an **Excel or Google Sheets template**.



## ASK AROUND

Quick checks to confirm:

- “Do you still use this?”

- “Can we retire it?”

- “Who owns it?”

- “What happens if it’s unplugged?”

Many ghost devices started as “just temporary.”



## SPOT THE RISKS

Look for red flags:

- Unknown owners

- Unsupported OS

- No recent updates

- Offline but still plugged in

- Devices not listed anywhere

not list = not protected



## WHAT'S NEXT?

Use your notes to:

- Update your CMDB or asset tracker

- Plan patching or decommissioning

- Assign ownership

- Flag shadow IT

- Log this as hands-on experience

Join the #AssetHunt Challenge

Do your walkthrough by Friday.

DM me your weirdest find.

djerhy.tech