


Presented By:



Preparing Your Digital Estate

*Understanding how to pass on your
digital assets and reduce your
online liabilities.*

Presented by Andrea Bazoin (say “Bah-Zwah”), M.Ed.
Founder of everHuman



**Question:
Will you
leave a gift
or a burden?**



Our time together



- 1 What are digital assets?
- 2 Two key words to remember
- 3 The business of our lives
- 4 What *really* matters
- 5 The result

How will this information improve your life?

Know where to start when it comes to organizing and managing your digital assets now.

Give you a head start in preparing to pass on your digital estate.

Help you reach closure with this task.

(The Zeigarnik effect - interrupted and incomplete tasks stay active in our minds, where completed tasks are forgotten.)

1

What are digital assets?

- **Computers and devices**
- **Digital files**
 - Documents, photos, music, videos, etc.
- **Online content**
 - Email
 - Social media and online accounts
 - Data stored on the cloud
- **Digital property**
 - PayPal, airline miles, cryptocurrency, etc.



1

Does your executor know...?

- **Computer and device passwords**
- **Digital file locations**
 - Old computers, devices, and media
 - External hard/flash drives
 - Cloud drives
- **Online content**
 - How many accounts?
 - Average is 150+, doubling every five years!
- **Digital property**
 - Any records?



2

Two words: Inventory and Access

Inventory - where is all the stuff?

Knowing where to look is the first step - it allows you to make decisions about what to keep (or destroy), where to store it, and with whom to share it.

Access - how do I get to the stuff?

Your executor needs **PHYSICAL** access to your digital devices as well as **CREDENTIALS** to log on to devices/online accounts.

2

Priority #1: Password Manager

Inventory - a list of all online accounts

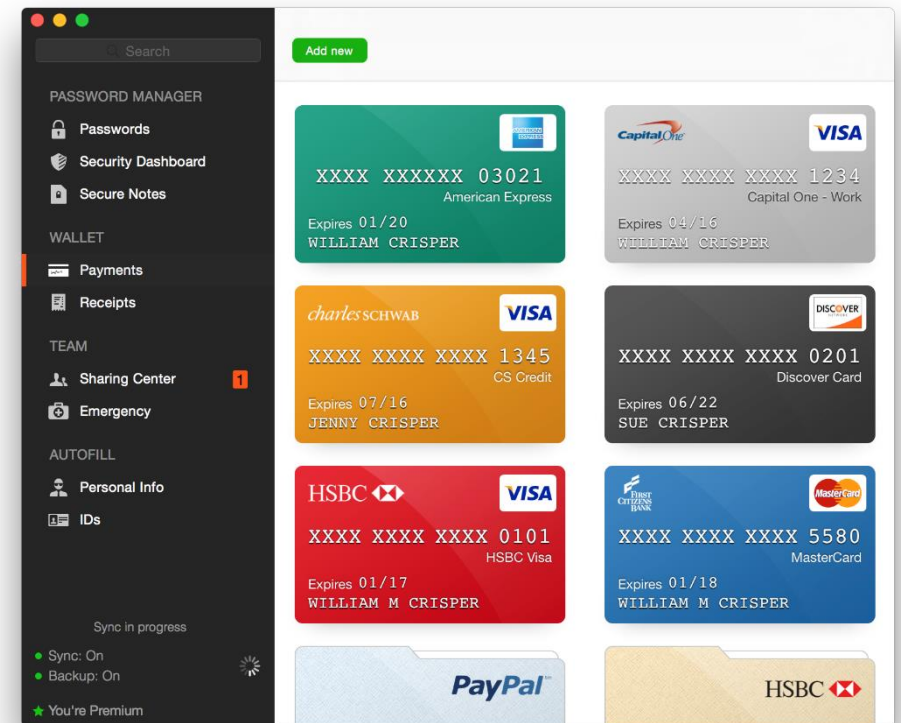
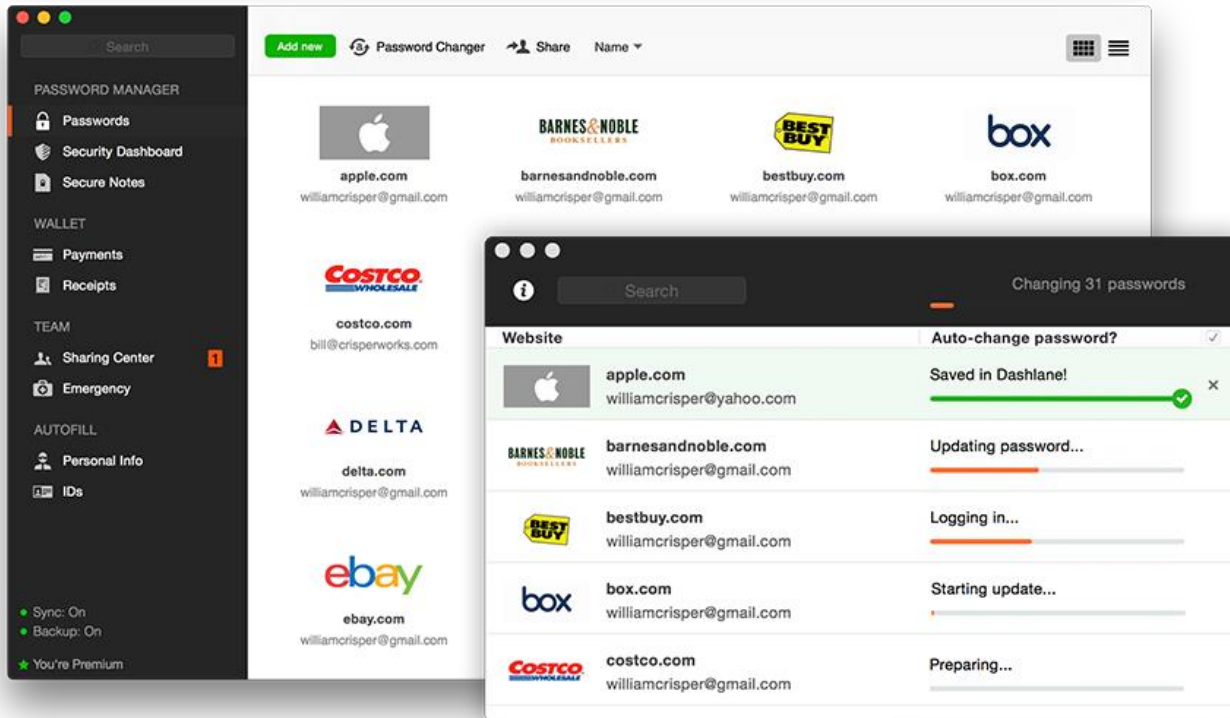
Password managers help you track your accounts so that you have a running list of the sites that hold your assets/info.

Access - secure and current list of passwords

Password managers automatically update passwords as they are changed and hold them in a secure/encrypted account.

2

Recommend



2

Priority #2: Physical Inventory

Inventory - a list of all devices and storage locations

Whether on paper, an excel spreadsheet, or a software solution - create an inventory of your gadgets and devices.

Access - designate (and train) an executor

Decide who will carry out your wishes and be sure they understand where to look and what to do.

2

Recommend

- Grab a book like *Get It Together: Organize Your Records So Your Family Won't Have To*, which can walk you through the process of a physical inventory.
- Try an app like Memento Database (<https://mementodatabase.com/>). Search “home inventory” in your app store.



3

The Business Of Our Lives

The goal of estate planning is to organize your records so your loved ones won't have to.

1) Make your will, collect your important documents, designate a power of attorney...

2) ADD your digital estate to the plan.

- Your **INVENTORY** of assets and how to **ACCESS** them.
- Instructions for what to do with each one.

3

Recommend



**IN CASE
YOU GET
HIT BY A
BUS**

**How to
Organize Your
Life Now
for When
You're Not
Around Later**

ABBY SCHNEIDERMAN AND ADAM SEIFER
FOUNDERS OF EVERPLANS
WITH GENE NEWMAN

*Buy the book and get one free year of everplans:
<https://www.everplans.com/incasethebook>

4

What *really* matters...



4

Examples



5

The result

- Peace of mind for you
- The gift of grieving for your loved ones (vs. scrambling to find important information)
- Your assets, and your story, are protected
- Your current and future liabilities are reduced



Want to learn more?

www.everHuman.io



**Triumph Over
Technology**

A stress-free technology
overview to help you thrive
in the digital age.

Presented by


We offer

SUPPORT **TECHNOLOGY**

in that order

Wanna more ways to thrive in the digital age?

Join Academy.everHuman.io and take your technology education to the next level!



CONTACT

Andrea Bazoin, M.Ed.

(970) 459-7400

andreab@everHuman.io

www.everHuman.io

