

# OARTeL™ Compliance – Computer Use 101



**Module Number:** CCU101 **Module Duration:** 15 minutes **Language:** US English

**Module Format:** OARTeL — On-Demand Assessment and Remediation Tool

## Module Overview:

This course outlines the pitfalls involved in using e-mail and accessing the Internet through a company's network and the policies that are often implemented to encourage and regulate these activities.

The Module provides a real-life, business relevant scenarios that assess a learner's awareness of information security threats and risks to the organization and provides them with an understanding of how those threats can impact the organization. The types of security threats include computer-based and Internet-based threats as well as information and legal liabilities.

Scores will be broken down into 3 ranges, representing low, moderate, and high security awareness, with a description of

each and recommended readings/actions.

The Assessment tool is a weighted assessment, used to gauge a learner's understanding of a broad scope of security, privacy, and liability threats to an organization. Along with providing the learner with insight into these issues, its goal is to provide organizations with an understanding of how threat-aware their employees are, and in what specific areas.

The 10 questions will be scenarios written to have "grey areas" of security where a proper answer or course of action might not be abundantly clear. Learners will be encouraged to choose actions that reflect how they would act in the given situation, rather than on which answer they think is

correct. They should also be assured that their answers and performance will not be singled out for reprimanding action.

OARTeL can be deployed as a Portlet inside IBM Websphere, a SCORM 1.2 compatible LMS, or hosted on an HTTP web server.

A precursory communication is often sent by management explaining the importance of security to the organization, the reason for and details of the assessment, and what action will follow it. The assessment should be with followed by a live training session, e-Learning course or meeting to discuss the implications of the results and answer learner's questions about security and the organization's practices.

## Audience:

Designed for all employees including individual contributors, managers and executives throughout the organization.

## Participants Will Learn:

### Electronic Communications in Business

- Identify the problems that can arise when using electronic communication
- Recognize the benefits of effective management of electronic communications systems
- Identify the reasons why e-mail and Internet usage policies are required in business today
- Recognize the issues associated with e-mail and Internet usage in the workplace
- Recognize examples of problems addressed by electronic communication media usage policies

### Electronic Communications in Business

- Identify the situations in which the use of e-mail is recommended
- Recognize the situations in which the use of e-mail in a company environment is not recommended
- Identify what issues a corporate e-policy should address to prevent problems due to e-mail misuse
- Determine whether best practices for e-mail usage have been followed in given scenarios
- Recognize the benefits of including various types of information in an Internet usage policy
- Recognize best practices for Internet usage in a given scenario



## Secure Knowledge™

If you're ready to experience the latest approach to compliance-driven assessment and remediation, why not order a FREE EVALUATION COPY of one of our programs today?

**Call 1-888-504-4455 or visit [www.oartel.com](http://www.oartel.com) for details.**

Powered By 