



InformationShield

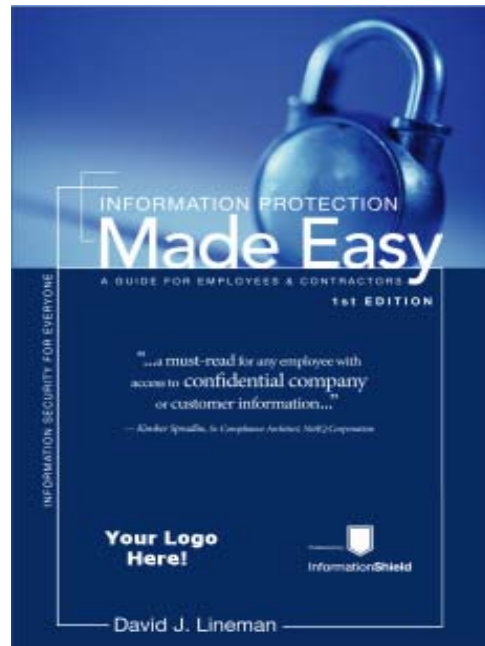
Information Protection Made Easy *A guide for employees and contractors*

Information Protection Made Easy takes a unique approach to educating employees on key information security principles by showing how they personally can be affected by information security and privacy breaches. By using real-world examples and simple explanations, *Information Protection Made Easy* helps motivate employees to become part of the information security solution. *Information Protection Made Easy*

1. **Demonstrates**, using real world examples, how employees can make information security mistakes that can cost their employer millions of dollars.
2. **Explains** how information security mistakes are interrelated and how users can contribute to security breaches without knowing it.
3. **Educates** employees on the basic principles of information protection, so that they can more clearly understand what their employer is trying to accomplish as well as their own critical role.
4. **Provides** concrete rules for employees to follow that will protect themselves and their employer, making them part of the information security solution.

Information Protection Made Easy covers these important topics:

- Desktop and Personal Data Security
- Secure Web Browsing
- Email and Instant Messaging Security
- Handling Confidential Information
- Managing Passwords
- Electronic Records
- Protecting Customer Privacy
- Compliance with Laws and Regulations
- Employee right to privacy
- Corporate governance



The Security Awareness Dilemma

Studies of large organizations consistently show a common information security awareness dilemma. While most organizations recognize the need for user education and awareness, few are able to devote the time and resources required for an effective program.

- In the 2005 CSI/FBI Computer Crime Survey, 76% of respondents say they do not provide enough education on their internal policies.
- The 2005 Global Security Survey of financial institutions by Deloitte found that while total successful breaches from external sources dropped 55%, the total number of **breaches from internal sources more than doubled** from 14% to 35%.

- A survey of over 1200 companies by TrendMicro showed that users are more likely to **engage in dangerous internet behavior at work**, assuming that their corporate IT departments will protect them.

Information Protection Made Easy provides a cost-effective addition to your security and privacy awareness program.

Customized for your organization

Organizations that purchase bulk copies of *Information Protection Made Easy* can create a customized message for employees. Put your organization's name and logo on the front cover of each printed copy, demonstrating management support for their personal security at work and at home.

What Security Experts Say about *Information Protection Made Easy*

"This book will be a great addition to your corporate security educational initiatives." – Rebecca Herold, CISSP, Information Security and Privacy Consultant and author of *Managing an Information Security and Privacy Awareness and Training Program*.

"A must-read for any employee with access to confidential company or customer information. This is the only book that clearly and simply explains how to protect yourself, your employer and your customers in today's complex world of information privacy and security regulations." – Kimber Spradlin, Sr. Compliance Architect, NetIQ Corporation

"This book provides an easy approach to Information Security that is built on established principles from the common body of knowledge." – Professor Herb Mattord, CISSP, Kennesaw State University and Co-Author of *Principles of Information Security, Second Edition*

About the Author

David Lineman is the founder and president of Information Shield, Inc. and is a frequent speaker and author on information security and regulatory topics. Mr. Lineman has over 20 years of information technology and management experience, and has held senior management positions in several information security companies. He created the award-winning VigilEnt Policy Center™, which has been used by organizations throughout the world to distribute and track user awareness of security policies. Mr. Lineman has both a Master of Science and Bachelor of Science from the Massachusetts Institute of Technology.

Information Shield is a publisher of information security leading practices with over 7000 customers worldwide. Information Shield publishes *Information Security Policies Made Easy* and *Information Security Roles and Responsibilities Made Easy*, both by leading information security expert Charles Cresson Wood, and the newly-released *Privacy Management Toolkit* by Rebecca Herold.

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