The e-policy handbook: rules and best practices to safely manage your company's e-mail, blogs, social networking, and other electronic communication tools

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Abstrak

Trillions of e-mails travel each year through corporate networks?and they're not all work-related. But for organizations wishing to protect themselves from liability, e-mail is no longer the only danger?they now have to contend with blogs, social networking sites, and other new technologies. Packed with electronic rules, step-by-step guidelines, sample policies, and e-disaster stories, this revised edition of The e-Policy Handbook helps readers: implement strategic electronic rules ? prevent security breaches and data theft ? safeguard confidential company and customer information ? manage new and emerging technologies ? write and implement effective policies ? train employees Updated to cover new technologies, including instant messaging, social networking, text messaging, video sites, and more, this is a comprehensive resource for developing clear, complete e-policies.