

## **Awareness, Education and Training**

(OAR 580-055-0050-8)

The purpose of the section is to identify the activities EOU is engaged in to promote information security awareness among members of the University community. One of the major goals of this is to make users aware of their roles and responsibilities within the organization.

The first step in promoting information security awareness at EOU is the formation of an information security training program. By formalizing our policies and procedures with respect to information security and posting this manual on the web for employees to read, we hope to initiate the discussion of information security and what we all can do to better protect the information entrusted to the institution. Beyond this and related discussion events, EOU will:

- integrate training for proper handling of protected information in the Banner training required by all employees seeking access to the Banner system.
- include information about stopping ID theft in New Employee Orientation
- incorporate a statement of understanding and acceptance of policies and procedures included in this manual with every secure socket layer certificate credential issued on behalf of EOU and managed by Information Technology.

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