# Compliance assessment

All staff are to complete this assessment as a clear demonstration that all Community Assister’s employees have the knowledge required to ensure the secure management of both workplace and personal identifiable information.

Please record your responses in a digital document and place in your work portfolio that you will submit to your supervisor.

## Part A

For this part, you are to demonstrate your knowledge in a short quiz. Complete the Part I quiz which is found in your office.

**Part B**

In this short answer activity, you are to prepare your responses in a digital document and place this in your digital portfolio.

1. Community Assister has moved a data server on our network at each site, to a virtual private network covering all our sites across the country. All our data is now located in cloud servicers.
   1. Identify at least two benefits to Community Assister of using cloud storage systems.
   2. Identify at least two risks to Community Assister of using hard disk storage systems.
2. Community Assister does use three digital services that are non-secure: Email, SMS and Social Media (namely Facebook and Instagram). Identify at least two risks for each of these communication methods that are non-secure.
3. Identify the three information management systems that Community Assister use across all its centres.
4. Identify three examples of data collected from customers who are seeking assistance or services from our organisation.
5. What does the POS system do?
6. List three ways in which we ensure our enterprise’s data is secured when in the cloud.