|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Student Name |  | | Student Number | |  |
| Unit Code/s & Name/s | VU23220 Develop and carry out a cyber security industry project  VU23221 Evaluate and test an incident response plan for an enterprise | | | | |
| Cluster Name  *If applicable* | Incident Report Project | | | | |
| Assessment Type | Assignment  Project  Case Study  Written  Third Party Report (Workplace)  Third Party Report (Peer)  Other | | | | |
| Assessment Name | Incident Response Project Planning Report | | Assessment Task No. | | 1 of 2 |
| Assessment Due Date | Week 8 | | Date Submitted | | / / |
| **Assessor Feedback:** | | | | | |
| **Attempt 1** | Satisfactory | Unsatisfactory | | Date | / / |
| Assessor Name |  | | Assessor Signature | |  |
| **Student provided with feedback and reassessment arrangements**  *(check box when completed)* | | | Date scheduled for reassessment | | / / |
| **Attempt 2** | Satisfactory | Unsatisfactory | | Date | / / |
| Assessor Name |  | | Assessor Signature | |  |
| Note to Assessor: Please record below any reasonable adjustment that has occurred during this assessment e.g. written assessment given orally. | | | | | |
|  | | | | | |

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| --- | --- | --- | --- | --- |
| Assessment Criteria / Benchmarks  ***The evidence submitted demonstrates that the student has satisfactorily:*** | Attempt 1 | | Attempt 2 | |
| **Date**  \_\_/\_\_/\_\_ | | **Date**  \_\_/\_\_/\_\_ | |
| Y | N | Y | N |
| **PART 1** |  |  |  |  |
| Presented questions about the project |  |  |  |  |
| Prepared Project Charter |  |  |  |  |
| Project scope and boundaries identified |  |  |  |  |
| Major milestones identified |  |  |  |  |
| Deliverables identified |  |  |  |  |
| Timeline presented |  |  |  |  |
| Work breakdown structure presented |  |  |  |  |
| Gantt Chart presented |  |  |  |  |
| Completed project charter with all other requirements |  |  |  |  |
|  |  |  |  |  |
| **PART 2** |  |  |  |  |
| Select team members for IRTx |  |  |  |  |
| Prepared briefing report |  |  |  |  |
| Team composition listed | ☐ | ☐ | ☐ | ☐ |
| Roles and responsibilities listed | ☐ | ☐ | ☐ | ☐ |
| Red, blue and purple team activities identified | ☐ | ☐ | ☐ | ☐ |
| Performance matrices identified | ☐ | ☐ | ☐ | ☐ |
| Completed briefing report and meeting minutes submitted | ☐ | ☐ | ☐ | ☐ |
|  | ☐ | ☐ | ☐ | ☐ |
| **PART 3** |  |  |  |  |
| Prepared communications report | ☐ | ☐ | ☐ | ☐ |
| Purpose and scope identified | ☐ | ☐ | ☐ | ☐ |
| Communication tools and methods identified | ☐ | ☐ | ☐ | ☐ |
| Meeting schedule presented | ☐ | ☐ | ☐ | ☐ |
| Meeting reporting presented | ☐ | ☐ | ☐ | ☐ |
| Meeting structure identified | ☐ | ☐ | ☐ | ☐ |
| Communication roles identified | ☐ | ☐ | ☐ | ☐ |
|  | ☐ | ☐ | ☐ | ☐ |
| **PART 4** |  |  |  |  |
| Recommendations prepared | ☐ | ☐ | ☐ | ☐ |
| Business impacts documented | ☐ | ☐ | ☐ | ☐ |
| Improvement strategies identified |  |  |  |  |
| Five recommendations listed | ☐ | ☐ | ☐ | ☐ |
| Recommendations are justified |  |  |  |  |
|  | ☐ | ☐ | ☐ | ☐ |
| **PART 5** |  |  |  |  |
| Developed IRP | ☐ | ☐ | ☐ | ☐ |
| Parameters of the IRTx defined | ☐ | ☐ | ☐ | ☐ |
| Rules of engagement identified |  |  |  |  |
| Red team runbooks developed | ☐ | ☐ | ☐ | ☐ |
| Blue team playbooks developed | ☐ | ☐ | ☐ | ☐ |
| Resoures required identified |  |  |  |  |
|  | ☐ | ☐ | ☐ | ☐ |
| **PART 6** |  |  |  |  |
| Status reports submitted |  |  |  |  |
| Meeting minutes submitted |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **End of Marking Criteria** | | | | |