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**KN University Network Design**

COIT13236 – Cyber Security Project

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# Training and Handover Document

**Training and Hanover Document**:

Ensuring that staff are satisfactorily prepared and ready to manage and keep up with the network is critical for functional continuity and security for KN University. A comprehensive training and handover report gives clear rules, techniques, and assets for both current and incoming personnel.

**Components:**

1. **Training Plan:**
2. Training meetings: Timetable training courses for network administrators and support staff of KN University.
3. Content: Remember preparing training for network management protocols, security, investigating, and best practices of KN University.
4. **Handover Process:**
5. Documentation: Provide extensive documentation of the network plan, design, and strategies.
6. Knowledge Transfer: Lead handover sessions to clarify key parts of the network for the support team.
7. **Support and Assets:**
8. Contact Data: Give contact details to continuous support and escalation.
9. Extra Assets: Offer admittance to extra assets, for example, information bases and online support forums.
10. **Feedback and Upgrades:**
11. Feedback Collection: Gather feedback from training participants to further develop training sessions.
12. Ceaseless Improvement: Update preparing materials and documentation in view of feedback and changes in network innovation.

# References

Oppenheimer, P. (2010) Top-Down Network Design. 3rd ed. Indianapolis, IN: Cisco Press.

Anderson, M. (2019) ‘Best Practices for Network Management Documentation’, International Journal of Network Management, 15(4), pp. 315-328. doi:10.1002/nem.1178.