

BITS 2523 – Cyberlaw & Security Policy

Project (10%)

INSTRUCTION

This is an **group** project. Answer the following question and submit online according to submission requirements stated below.

QUESTION

Due to the COVID19 pandemic and resulting Movement Control Order (MCO), several ICT related security policies need to be developed, updated, activated, adhered, implemented, and enforced. This is to ensure that the organisation and its staff can continue to operate even though most of the workers will be working remotely at home.

1. List **5 (FIVE)** policies that you think will be mostly useful for organisations to have during the COVID19 pandemic and the resulting MCO.
2. Out of the list you provided above:
 - a. Choose **1 (ONE) MOST** useful policy for organisations to have during the COVID19 pandemic and the resulting MCO. Support your choice with a valid argument by providing at least **2 (TWO)** arguments as to why your chosen policy is the most important.
 - b. Develop that policy for your organisation. Your policy document should contain the following format:
 1. Overview
 2. Purpose
 3. Scope
 4. Policy
 5. Policy compliance
 6. Related standards, policies and processes
 7. Definitions and terms
 8. Revision history
 9. References

SUBMISSION:

Minimum number of pages is 2

Maximum number of pages is 8

Paragraph text must be in Times New Roman font, 12 font size.

Failure to adhere to these rules will incur a penalty.

Please submit your completed project report before **Friday, 17th June 2022 at 11.59 pm**

MARKING GUIDE:

Please refer to Appendix 1 for the rubric.

RUBRIC FINAL EXAM COURSEWORK – DEVELOPING A POLICY

(Total Marks:30 marks)

Criteria	Poor	Fair	Good
1. Document structure (5 points) Poor: 0-2 points Fair: 3-4 points Good: 5 points	Document does not follow the required format.	Document mostly follows the required format.	Document follows entirely the required format.
2. Argument (5 points) Poor: 0-2 points Fair: 3-4 points Good: 5 points	Provides 0 or 1 valid argument. Writer's stance on the argument is not clear. Argument is simple and not explained.	Provides 1 or 2 valid arguments. Argument is somewhat developed.	Provides 2 or more valid arguments. Writer clearly states his or her position. Writer's argument is thoughtful, complex and thoroughly explained.
3. Textual content (15 points) Poor: 0-7 points Fair: 8-11 points Good: 12-15 points	Content is not specific. Content is simple and not fully explored.	Content is specific but they are not thoroughly explained.	Content is specific, clear, and thoroughly explained.
4. Grammar (5 points) Poor: 0-2 points Fair: 3-4 points Good: 5 points	The document clearly has not been edited. There are numerous spelling, punctuation errors, and sentence structure problems. There are errors when using the chosen reference formatting.	There are few spelling errors. Student uses mostly proper grammar, including correct punctuation and sentence structure in most cases. There may be errors when using the chosen reference formatting.	Essay uses correct grammar, including spelling punctuation and sentence structure. Sentences are complete. Student uses capitalization where needed. Citation reference follows the correct format. Work has been clearly edited.