**Security Operations**

| **Term** | **Short Form** | **Full Form** | **Simple Explanation** |
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| Data Handling | – | – | Steps to protect data: create, store, share, use, change, keep, delete. |
| Encryption | – | – | Turning readable info (plaintext) into secret code (ciphertext). |
| Symmetric Encryption | – | – | Uses **one same key** to lock & unlock data. |
| Asymmetric Encryption | – | – | Uses **two different keys** to lock & unlock data. |
| Hashing | – | – | Turns data into a unique number (hash) to check integrity. |
| Plaintext | – | – | Original readable data. |
| Ciphertext | – | – | Data turned into secret code. |
| Decryption | – | – | Turning ciphertext back to readable form. |
| Cryptography | – | – | The study of protecting info by hiding it. |
| Cryptanalyst | – | – | Person who tries to break secret codes. |
| Checksum | – | – | Small number to check if data is correct. |
| Message Digest | – | – | A unique number that checks if data changed. |
| Data Loss Prevention | DLP | Data Loss Prevention | Tools to stop data from leaking out. |
| Ingress Monitoring | – | – | Watching incoming data. |
| Egress Monitoring | – | – | Watching outgoing data. |
| Patch | – | – | Small fix for software problems. |
| Patch Management | – | – | Process of adding patches to keep systems safe. |
| System Hardening | – | – | Locking down systems to reduce risks. |
| Configuration Management | – | – | Controlling changes to keep systems safe. |
| Request for Change | RFC | Request for Change | First step to ask for a system change. |
| Records Retention | – | – | Keeping records for the right time before destroying. |
| Remanence | – | – | Data left behind on storage after deletion. |
| Degaussing | – | – | Using magnets to fully erase data. |
| Web Server | – | – | Computer that shows websites. |
| Application Server | – | – | Computer that runs apps for users. |
| Operating System | OS | Operating System | Software that runs the computer. |
| Security Governance | – | – | Rules & people who make security decisions. |
| Social Engineering | – | – | Tricking people to get info or access. |
| Whaling Attack | – | – | Phishing attack aimed at big bosses. |
| Security Awareness Training | – | – | Teaching people how to stay secure. |
| Personally Identifiable Information | PII | Personally Identifiable Information | Private info about a person. |
| Electronic Protected Health Information | ePHI | Electronic Protected Health Information | Private medical info stored electronically. |
| GDPR | GDPR | General Data Protection Regulation | EU law protecting data privacy. |
| PIPEDA | PIPEDA | Personal Information Protection and Electronic Documents Act | Canadian privacy law. |