

Report Templates Review

Task

40m



Status

Incomplete

There is no shortage of templates and sample reports available online, but how do you actually determine if the template you have found will suit your specific needs? Learning how to approach a template or sample report critically can help you ensure you are always finding the right template (or building your own, if that's what is needed).

Here are some guiding questions you can ask yourself to determine if a template has everything you need:



- Does this report include all the sections you need?
- Does the organization and presentation suit the information you want to present (e.g., paragraph, table, or list)?
- Is the format and organization easy to navigate, even for a reader with less technical training?
- Does the level of detail match the needs of your team, your audience, or your organization?
- Is the format easy to replicate (for sample reports) or complete (for a template), and is it clear to you what information to include in each section?

Task: Review Existing Templates and Samples

In this task, you will practice applying a critical eye to actual available templates and samples, using the guiding questions above.



Look through the templates below and consider the guiding questions above. How helpful do you think this template would be for you? Where and how might you want to adjust it?

[Security Assessment Report Template](#) (Word format) from CMS.gov

[Sample Network Vulnerability Assessment Report](#) from PurpleSec

Extend the Task




Below are two ways you can extend the evaluation task.

You can choose the option that you are most interested in, or do them both.

- Add breadth:** take some time to research a few additional vulnerability assessment report samples and templates, and apply the same guiding questions.
- Add depth:** go back through the content from this unit, and determine whether there are additional guiding questions that would help you evaluate future templates and sample reports. Make a note of those questions, and apply them to the template and sample report above.


Share and Discuss

Share some of your findings from this task (and the extension) with a colleague or two, or with your whole cohort.




Did you all find the same things?

Did your colleagues observe anything that you would like to add to your own future evaluations?



Make a note of any key observations, takeaways, or questions about the structure and sections of a vulnerability assessment report, and have them on hand when you attend the next lecture.

✓ Mark Completed



Previous

Vulnerability Assessment Report Templates

How well did this activity help you to understand the content?

Let us know how we're doing





W05D4


Thu Jul 25

- > Lectures (1)
- < Work (8)

6 hrs

 [Case Study: Vulnerability Assessment Scan](#)

 [Discussion: Vulnerability Assessment Scan Case Study](#)

 [Vulnerability Assessments Knowledge Check](#)

 [Vulnerabilities and the Risk Management Process](#)

 [Vulnerability Management Best Practices](#)

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