Secure Your Non-Profit Healthcare Data and Reduce Risks in 5 Simple Steps

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Gold Application Development
Gold Collaboration and Content
Gold Cloud Productivity
Gold Messaging
Gold Datacenter

Collaborate with Confidence

Accessible content is available upon request.

Agenda

Let’s meet Cancer Council NSW

What We Need to Secure

5 Steps to Reduce Risks

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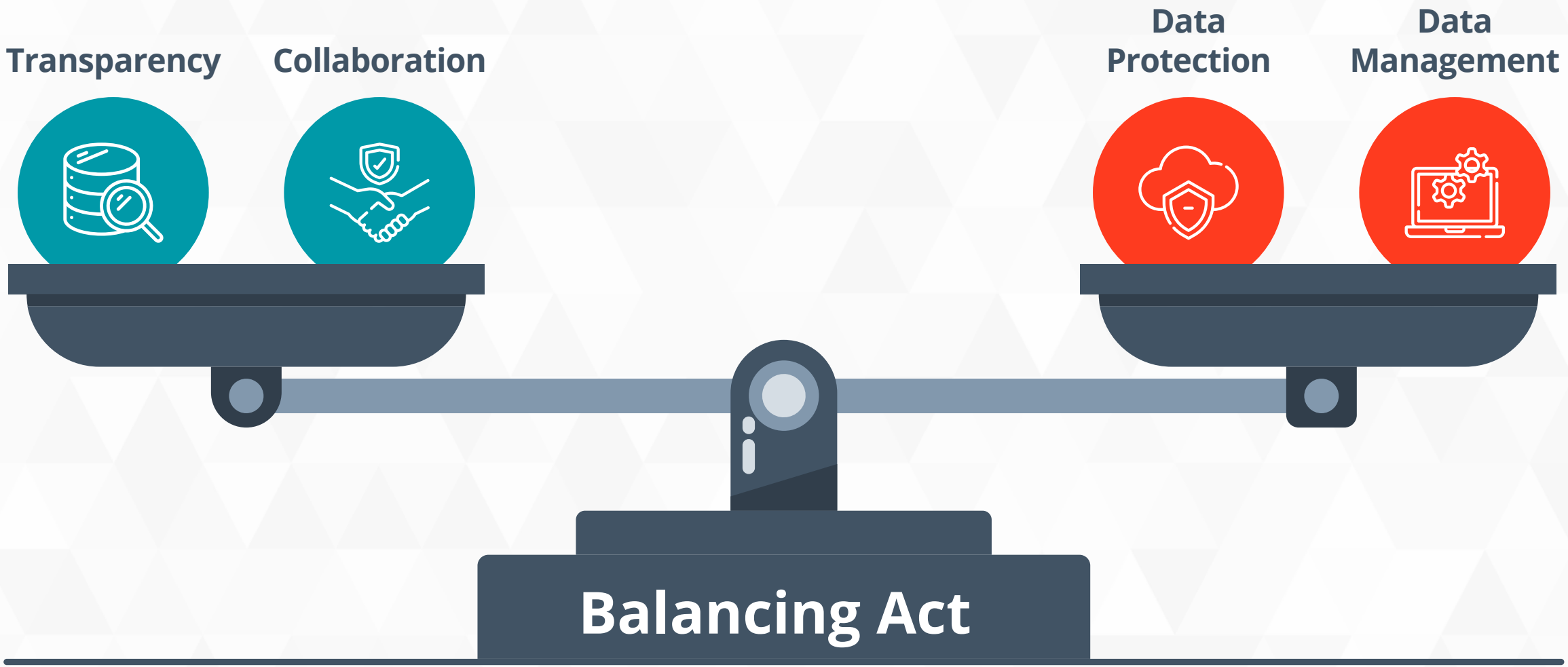
Cancer Council NSW

Frances Waterford
Chief Information Officer

What We Need to Secure



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Protect Your Crown Jewels

Regulated Data

- Data that requires retention / long-term archives
- ITAR / export controlled data
- Gold copies or replication

Sensitive Data

- “Controlled Unclassified Information” (CUI)
- PII / PHI / PCI data that about employees / citizens

Classified Data

- Operational security (OpSec)
- Intellectual Property
- Classified documents

Fines and Prosecution

Fines and Loss of Reputation

Security / Business Drivers

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What does Microsoft offer?

DLP

In-House Dev
Protection @
Office 365

Protect The **System**

CASB

Cloud App Security
Advanced Security
Management

Protect The **Access**

RMS

Azure Information Protection
CLP, Windows,
Office, Mobile

Protect The **File**

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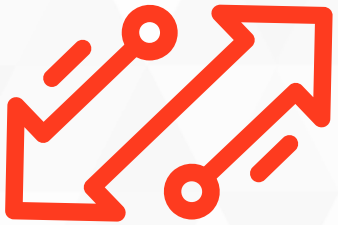
How AvePoint Extends Microsoft 365



Migrate

On-Premises

Manage

Hybrid

Protect

Cloud

DCAP
Data Centric Audit & Protection

Enterprise-Wide Classification | Data Governance Framework | Risk Assessment

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5 Simple Steps to Reduce Risks

1

Discover and Classify

Welcome Home!

Discover and map

Where is it

- File Share
- SharePoint
- Office 365
- Databases

What is it?

File Level Analysis

- Redundant, outdated and trivial (ROT) data
- File types (Music, log files, etc..)

Content Level Analysis

- Sensitive data
- Date Created
- Owner

Who can access it?

- Who owns it?
- Who can read it?
- Who can edit it?

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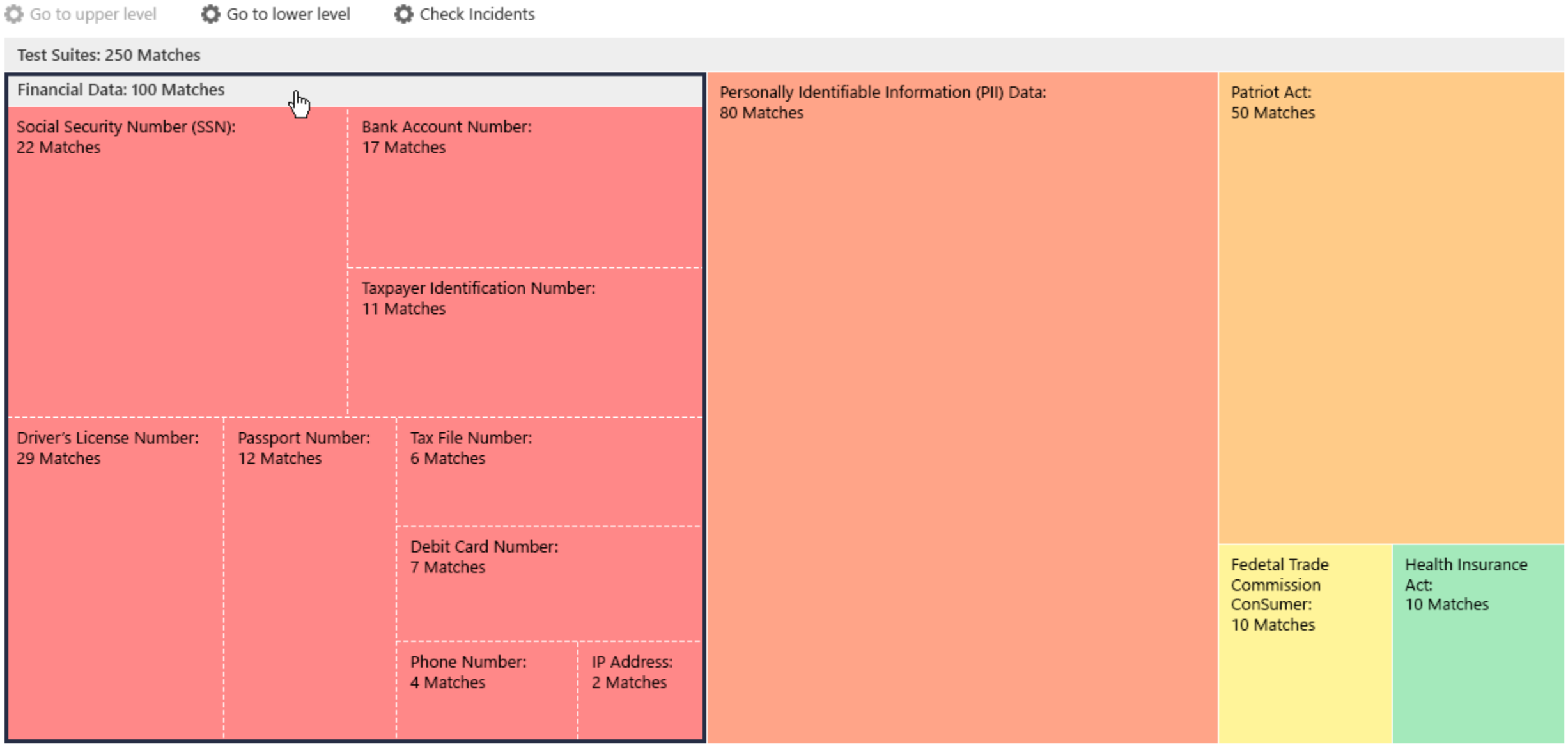
Example: Heat map of sensitive data



Tag and classify

Tags

Ownership

Purpose

Audience

Sensitivity level

Classify

Where should it live?

Who should have access?

Is it a record?

Is it high business impact?

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2

Facilitate Compliant Migration

Migration Options

Migrate Everything

Selective Migration

Pre Migration Cleanup

Post Migration Cleanup

Considerations

Speed to completion?

Total duration?

Speed to kick-off?

Risk upon migration?

Cost of project?

Key Stakeholders?

Regulations & Compliance?

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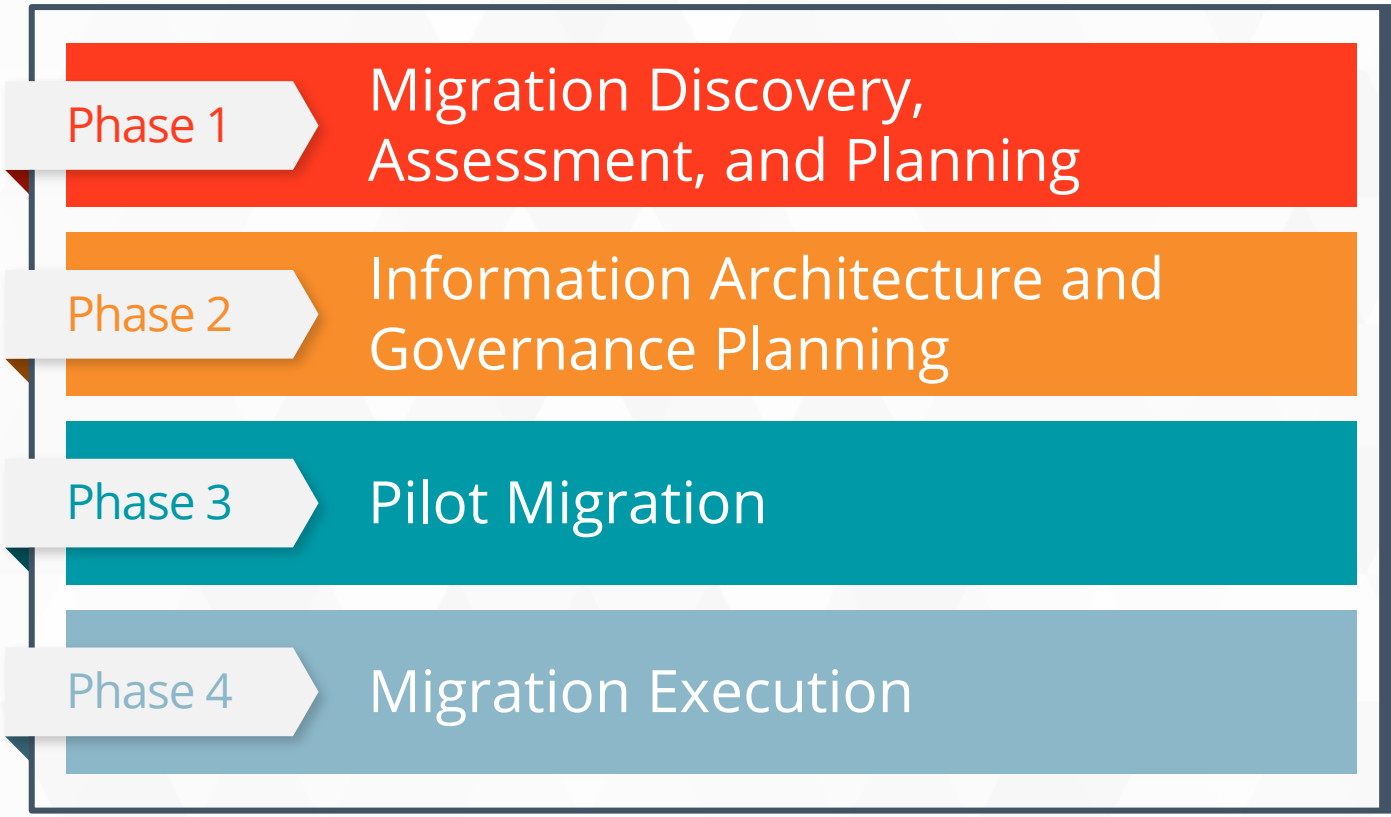
Migration Framework



Comprehensive Migration Plan

- IA & Governance framework will help avoid “sprawl”
- Pilot confirms validity of the plan and provides insight into potential roadblocks
- Iterative Migration Execution will focus first on high priorities and quick wins

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3

Automate Data Governance Policies

How do you know where to park?

Approach to defining your policy

Build “controls” into containers

Make sure no one messes with your controls

Ensure the system is used as intended

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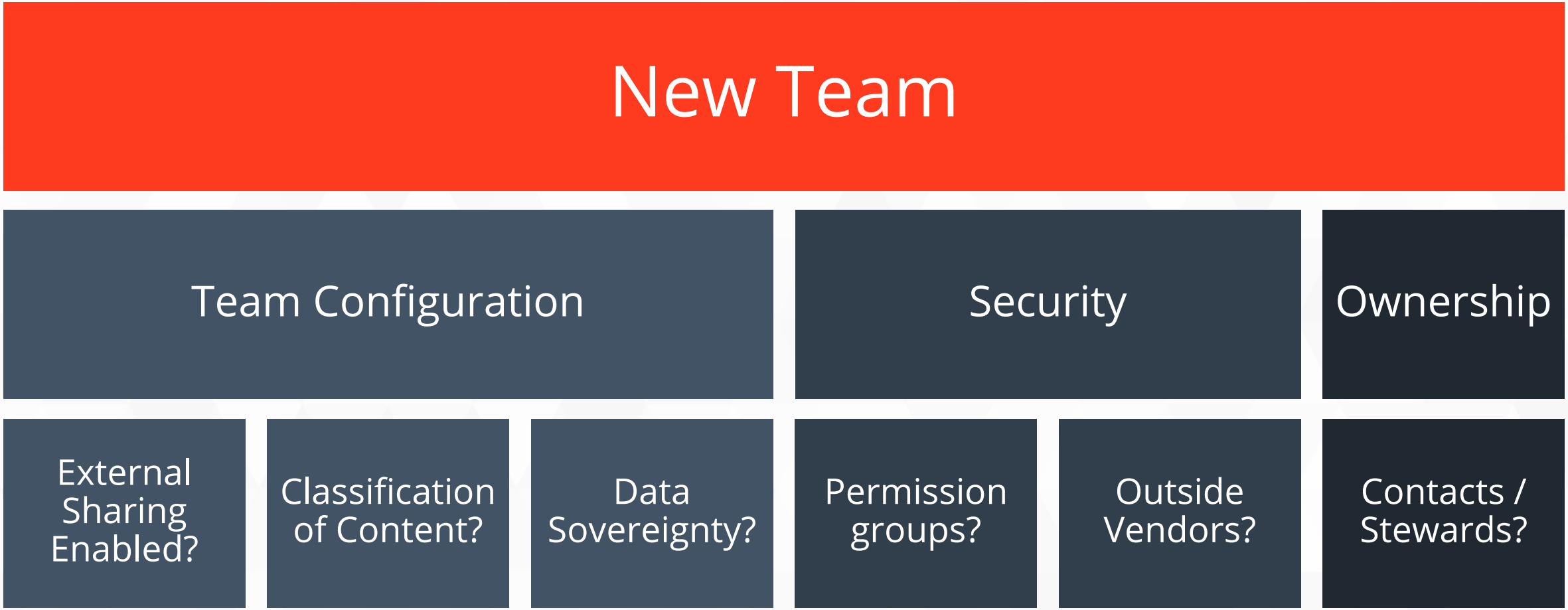
Example: Policy for Microsoft Teams



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EXAMPLE

	DEPARTMENT A	DEPARTMENT B	DEPARTMENT C
EXTERNAL SHARING	No external sharing	External sharing allowed in:	External sharing only allowed in:
EXPIRATION/ RETENTION	6 Months after last accessed	12 Months after last accessed	9 Months after last accessed
ALLOW THESE USERS TO CREATE A TEAM	All requests through Central IT	All requests through Department IT	Only Joe, Sally, and Harold can create
RECERTIFY MEMBERS	after 3 Months	after 6 Months	after 12 Months

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“Templates” should be more than channels and configuration

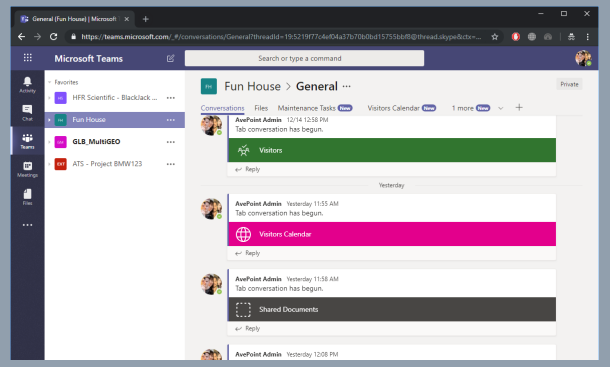
An effective template framework includes the site components, and the lifecycle components.

AvePoint Cloud Governance

- Pre-set Channels and Tab recommendations are great for helping contextualize Teams for business users, but these only get you so far as a “template”.
- The AvePoint approach accounts for the Operational Governance and lifecycle to ensure “templates” are not ONLY provisioned correctly (and compliant with IT policy) but also managed

Project (INTERNAL)

TEMPLATE DEFINITION: Recommended for internal-department or ad-hoc Projects with a small-to-medium audience who require pre-configured default Project channels with real-time chat and meetings.



EXTERNAL SHARING	X No external sharing
EXPIRATION/ RETENTION	6 Months after last accessed
WHO CAN CREATE	All requests through Central IT
RECERTIFY MEMBERS	after 3 Months

Proactively Enforce Policies

Make it Easy to Do the Right Thing

Diego Siciliani

Wants to save his documents and not worry about records management processes.

AvePoint Online Services | Documents - All Docume

Secure | https://avepointausdemo.sharepoint.com/sites/APCRecords/Shared%20Documents/Forms/AllItems.aspx?InitialTabId=Ribbon%2EDocument&V

AvePoint Cloud Records

Office 365 | SharePoint

BROWSE | FILES | LIBRARY

SHARE | FOLLOW

New Document | Upload Document | New Folder — New

Edit Document | Check Out | Check In | Discard Check Out — Open & Check Out

View Properties | Edit Properties | Declare Record | Version History | Shared With | Delete Document — Manage

Share | Alert Me | Popularity Trends | Follow — Share & Track

Download a Copy | Send To | Manage Copies | Go To Source — Copies

Workflows | Publish | Unpublish | Approve/Reject | Cancel Approval — Workflows

Tags & Notes — Tags and Notes

- Home
- Notebook
- Documents
- Pages
- VERS Export Documents
- Export Documents
- Site contents
- Manual Approval Reports
- Recent
  - Move Location
  - Manual Approval Reports
- Recycle Bin

EDIT LINKS

Exit classic experience

New | Upload | Sync | Share | More

All Documents ...

Find a file

	Name	Modified	Modified By	Business Classification	Archived	Archived By
	Capture	4 days ago	Alyssa Blackburn	Policies		
	Phone Bill	August 24	Alyssa Blackburn	Policies		
	Booking Form	August 19	Alyssa Blackburn	Reviews	No	
	testbb2	August 8	Bruce Berends	Policies		
	Manual Approval Escalation	July 18	Alyssa Blackburn	Policies		
	Aus K2 Kick Off - Records Slide	July 16	Alyssa Blackburn	Policies	Yes	
	CTP Update	July 4	Alyssa Blackburn	Guidelines	No	
	NARA Metadata Elements Record	June 26	Alyssa Blackburn	Policies	Yes	
	Stub.docx_1	June 26	Alyssa Blackburn	Policies		
	Robyn Birthday 28 Jul	June 25	Alyssa Blackburn	Performance Management	No	
	AvePoint Records Solution Proposal	June 21	Alyssa Blackburn	Contract Management	No	
	Updates from Industry News _ Events and other groups	June 20	Darryl Clark	Policies		
	Updates from All Company	June 20	Darryl Clark	Meetings	No	

3:43 PM
03-Sep-18

5

Report and Audit

Regular Recertification

Access Permissions

- *Who can do what to the stuff in here?*
- *Does Bob still need his access?*

Data Ownership

- *Who is responsible for the stuff in here?*
- *Are they still here and willing to own it?*

Classification

- *Tell me about the stuff that lives in here…*
- *Is it sensitive?*
- *Is it important?*

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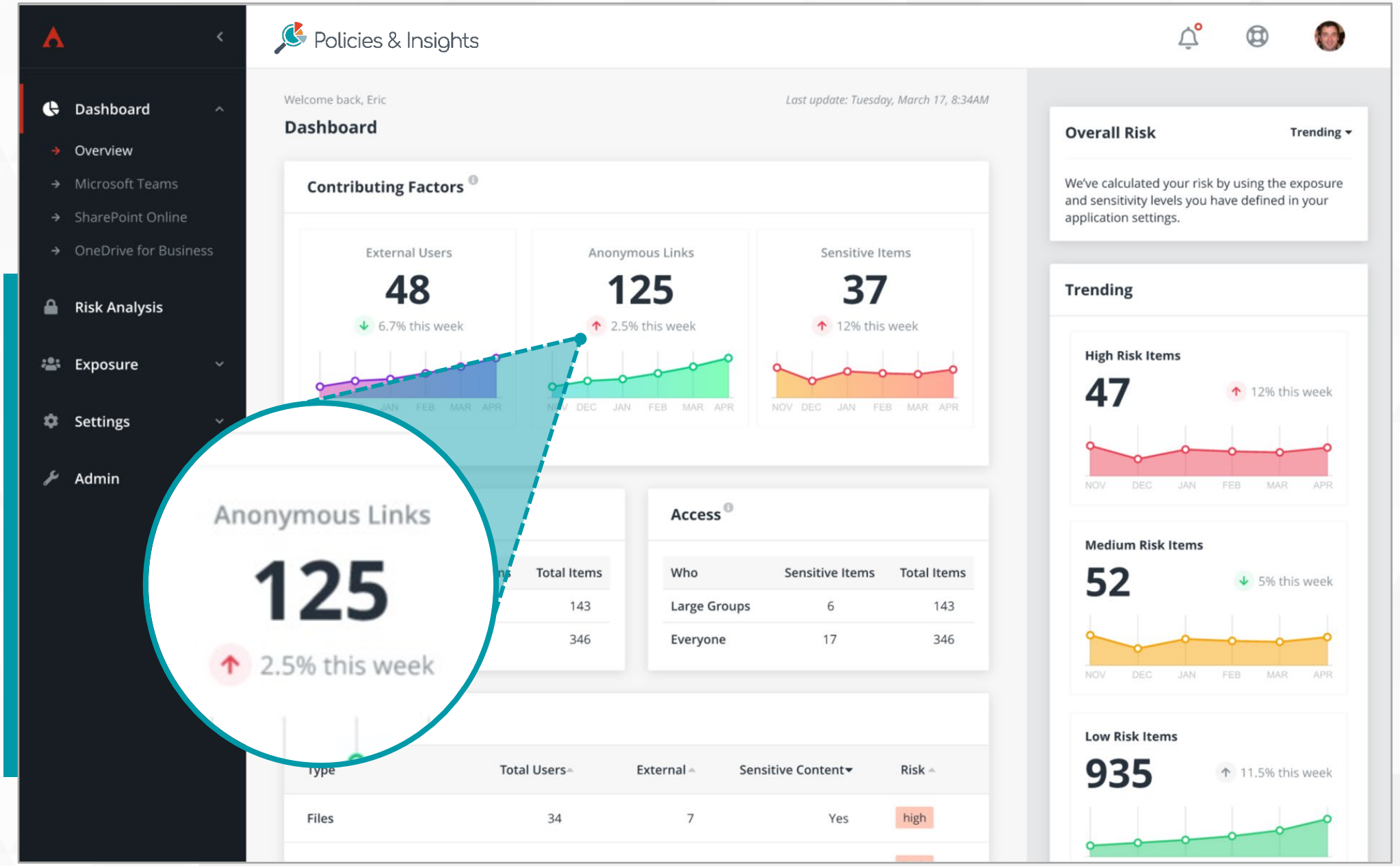
A better way

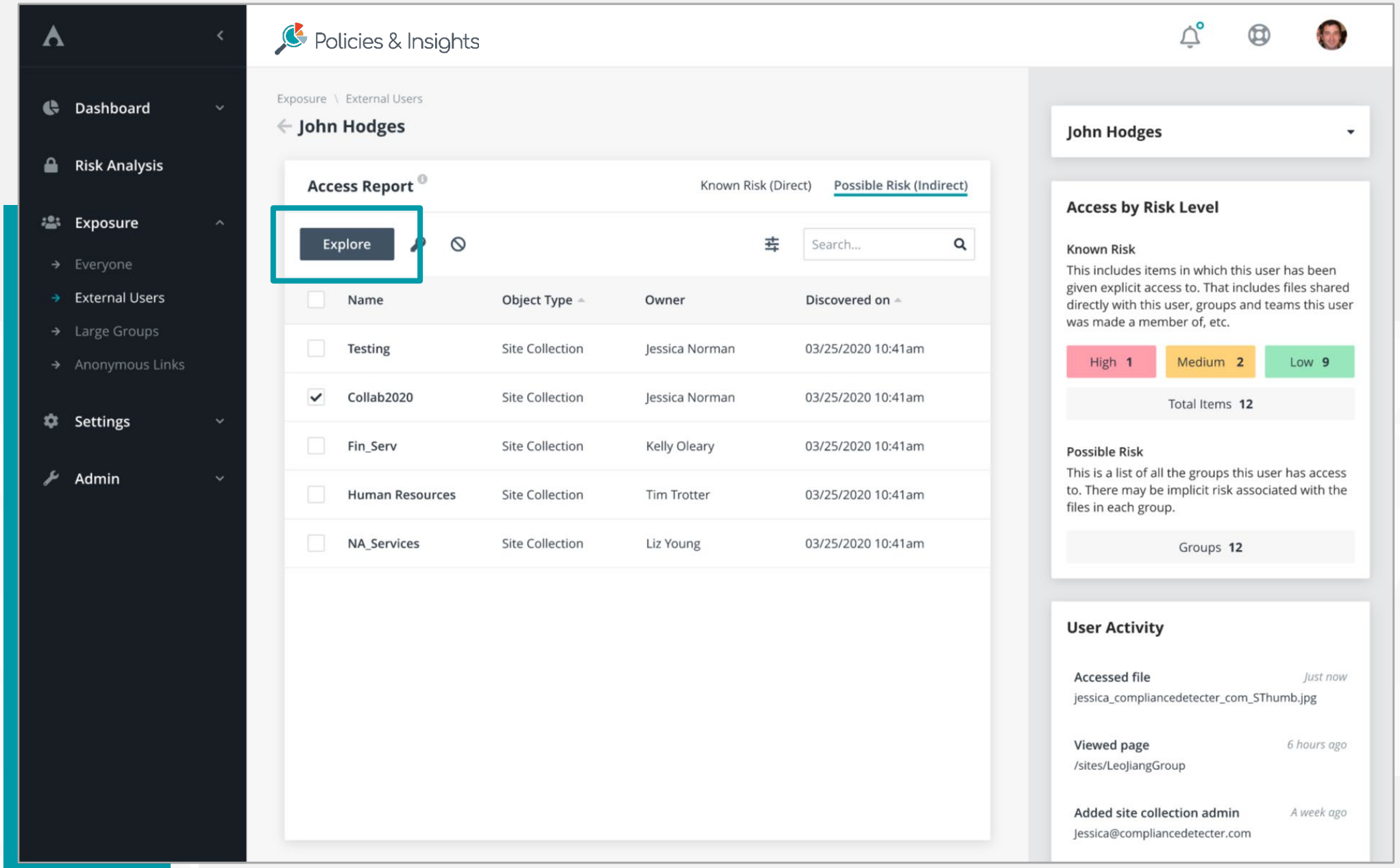
Tracking risk over time to understand changes to your environment

Proactive policy enforcement for Groups, Teams, and other services to protect content



Example

Quick-reports on Users, Groups, Teams, Anonymous Links, and External Users



Q+A

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Learn How Your Peers Made Shift Happen!

https://www.avepoint.com/blog/shifthappens/

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thank you

Gracias	ευχαριστώ	Danke	Grazie	благодаря
Hvala	Obrigado	Kiitos	شكراً	Tak
Ahsante	Teşekkürler	متشكرم	Salamat Po	감사합니다
Cám ơn	شكريه	Terima Kasih	Dank u Wel	Děkuji
நன்றி	Köszönöm	ありがとうございます	ขอบคุณครับ	Dziękuję
谢谢	Tack	Mulţumesc	спасибо	Merci
תודה	多謝晒	дякую	Ďakujem	धन्यवाद

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