



The e-Policy Handbook: Rules and Best Practices to Safely Manage Your Company's E-Mail, Blogs, Social Networking, and Other Electronic Communication Tools

Nancy Flynn

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Trillions of e-mails travel each year through corporate networks--and they're not all work-related. But for organizations wishing to protect themselves from liability, e-mail is no longer the only danger--they now have to contend with blogs, social networking sites, and other new technologies. Packed with electronic rules, step-by-step guidelines, sample policies, and e-disaster stories, this revised edition of "The e-Policy Handbook" helps readers: implement strategic electronic rules - prevent security breaches and data theft - safeguard confidential company and customer information - manage new and emerging technologies - write and implement effective policies - train employees Updated to cover new technologies, including instant messaging, social networking, text messaging, video sites, and more, this is a comprehensive resource for developing clear, complete e-policies.

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