

## Transforming into a Secured Digital Distributed Workforce for SMEs

Under the “New Normal”, companies, especially SMEs will need to address Work from Home (WFH) or remote working issues such as:

*“What is a cost effective remote office plan?”*

*“Which solution should I use?”*

*“More importantly, how to plan for a secured remote office?”*

... and many more...

Join this course to learn from industry experts on planning a secured digital distributed workforce strategy.

Programme code	10010729
Date and time	27 October 2020 (Tuesday) 09:00 – 18:00
Venue	Online Broadcast 
Medium	Cantonese with training materials in English
Fee	<p><u>Early bird price on or before 6 Oct 2020</u></p> <ul style="list-style-type: none"> <li>- Non-member: HK\$2,900 per person</li> <li>- Member of Organiser / Supporting Organisation: HK\$2,800 per person</li> </ul> <p><u>Regular Price</u></p> <ul style="list-style-type: none"> <li>- Non-member: HK\$3,000 per person</li> <li>- Member of Organiser / Supporting Organisation: HK\$2,900 per person</li> </ul>

### Objectives

- Understand driving forces and the changes of distributed workforce
- Understand the cyber security implications of distributed workforce
- Be able to develop a high level plan for distributed workforce transformation programme
- Be able to add security elements into the design of distributed workforce transformation programme

### Target Participants

- ✓ Decision makers of the company
- ✓ Non-IT Management
- ✓ IT Management
- ✓ **Anyone who is keen to learn how to apply WFH/remote office within the company!**

## Webinar Outline

### Section 1: Your Digital Transformation Journey Starts Here

- **Is Your Organisation Ready for Remote Office?**
  - ✓ Why Distributed Workforce?
  - ✓ What are the available Distributed Workforce Solutions?
  - ✓ Security Issues of Distributed Workforce
- **Starting the Digital Transformation Journey**
  - ✓ Management Support
  - ✓ Objective & Target
  - ✓ Key Business Process
  - ✓ Gap Analysis
  - ✓ Prioritisation & Budgetary Planning
  - ✓ Business Considerations
- **Case Sharing**

### Section 2: Walk Our Talk (with Demos and Hands-on Exercises)

- **Choosing the Right Remote Access Solution and Securing it**
  - ✓ Rightsizing Remote Access Solution
  - ✓ Setting up SSLVPN and Two-Factor Authentication
  - ✓ Deploying Remote Desktop Solution and Integration with Active Directory
  - ✓ Securing Access to Critical Local (e.g. HR and Financial) Systems
- **Managing Mobile Devices**
  - ✓ Role-based Permission Setting & Device Health Monitoring
  - ✓ Supporting Your Staff from Home
  - ✓ Essentials in Handling Lost Devices
- **Hardening Cloud Solution**
  - ✓ Leverage Cloud Resources to set up Secure Remote Office
  - ✓ Hardening O365 & G-Suite
  - ✓ Leverage Cloud Access Security Broker (CASB) to Secure Cloud Resources
  - ✓ Avoid Data Leakage and Shadow IT Issues

### Section 3 – Securing Your Distributed Workforce

- **Keep your staff alert with the latest security threat and trends**
- **SOS Kit: When data leakage or hacking happen!**

## Trainers

### ***Ms Queenie CHUNG***

#### ***General Manager | UDomain Web Hosting Co Ltd***

Ms Queenie CHUNG has near 20 years of experience in customer service and online marketing industry. She was an Operation Manager of a major auction site in Hong Kong. In 2001, she joined UDomain Web Hosting Company Ltd and has been in-charge of sales, marketing and customer service.

Queenie has been invited to speak on eCommerce and social media marketing topics for universities, SMEs, chambers of commerce and Government departments.

She was appointed member of the Panel of Advisers on Film Censorship for Television and Entertainment Licensing Authority to reflect contemporary community opinions and acceptability to current standards. From 2017, Ms Chung was nominated member of Customer Liaison Group for SMEs of The Trade and Industrial Department, to strengthen communication of the Department with SMEs to further improve its services.

Ms Queenie CHUNG graduated from The University of Hong Kong with a Bachelor Degree of Arts.

### ***Mr Edmond LEUNG***

#### ***Solution Architect | UDomain Web Hosting Co Ltd***

Mr Edmond LEUNG has almost 15 years of experience in internet network industry. He worked in one of the Hong Kong's major internet services providers and data centers. Since 2014, he has joined UDomain Web Hosting Company Ltd and has been in charge of company network structure, and provision of internet solution to customers.

Edmond possesses strong network technology knowledge and he keeps updated from the lecture and seminar organised by public internet operator groups, like APNIC, HKNOC. He also conducted training for internal employees to improve their knowledge of the network.

### ***Mr Henry IP***

#### ***Cloud Consultant | UDomain Web Hosting Co Ltd***

Mr Henry IP has years of experience in ICT Solution bringing advises to partners and SMEs. He worked as the IT Manager in the first virtual life insurance company in Hong Kong. He assisted the company to fulfil the compliance requirements under Hong Kong's Insurance Authority for all systems running on cloud environment.

Henry graduated from The Hong Kong University of Science and Technology with a Bachelor of Engineering in Computer Engineering.

## Trainers

**Mr CHAN Teik Summ CISSP, CISA**

**Security Consultant | Hong Kong Productivity Council**

Mr CHAN Teik Summ is currently a Security Consultant for Hong Kong Productivity Council (HKPC) who manages cyber security consultancy projects and liaises with security experts from local and overseas on training services. He has over 15 years of working experience serving global hospitality chains, IT security vendor, IT distributor and travel industries.

Summ holds international information security designations of CISSP and CISA. He had been invited to speak for different industries (e.g. Hotel and Tourist, Property Management, Human Resource Manager Club, and etc.) during the Tripartite Committee Meetings hosted by Labour Department of HKSAR. He is also experienced in conducting physical and virtual instructor-led cyber security related trainings, seminars, and workshops in various sizes for local and overseas participants.

## Certificate of Training

Participants who have attended the one-day training will be awarded an Attendance Certificate.

## Enrolment Method

1. Scan the QR code to complete the enrolment and payment online.
2. Mail the crossed cheque with payee name "Hong Kong Productivity Council" (in HK dollar) and the application form should be mailed to Hong Kong Productivity Council, 2/F, HKPC Building, 78 Tat Chee Avenue, Kowloon (attention to Ms Judy LIU). Please indicate the course name and course code on the envelope.

(Only receipt printed with receipt printers at HKPC is valid. Receipt of cheque payment is subject to bank clearance.)



<https://www.hkpcacademy.org/en/programmeDetail.aspx/10010729>

## Supporting Organisations

