**Course Outline**

**Course Title & Author Security Robert Jennings CPA, CFP®**

**Credit Hours 3**

**Publication Date March 15, 2024**

**Topic Minutes**

Introduction & Overview 10

WISP Requirements 10

WISP Example and appendices 30

Home Office Security 10

Email Security 10

7 steps to secure email & How to Run a No Click Office 10

Computer and internet policy guide 5

Security software 10

Encryption 5

Password protection software 10

Multi factor authentication 5

Windows Security settings 5

Firewalls 5

Protection and maintenance settings 5

Windows 10 settings 5

Google settings & alternatives 5

Virtual Private Networks 5

Security Checklists 10

Physical Security 10

Total 165