

FROM DEVICE TO DATA:

Creating an Efficient Workflow with Security in Mind in K-12 Education

K-12 school districts store massive amounts of sensitive data — including student grades, health records, and other personally identifiable information (PII). Due to this, they are a prime target for cyber attacks. K-12 institutions must also comply with various state and federal regulations, such as the Family Educational Rights and Privacy Act (FERPA), to protect student privacy. Many schools and districts lack a formal information policy, which can make data vulnerable.

141 K-12 INSTITUTIONS DISCLOSED ONE OR MORE CYBER INCIDENTS IN 2016.¹

74 INCIDENTS WERE REPORTED DURING THE FIRST 5 MONTHS OF 2017.²

SCHOOLS ESTIMATE THE COST OF AN ATTACK AT \$200,000.

This infographic highlights some common areas of potential vulnerabilities in a typical K-12 digital workflow. It also shows the access controls and security features that can be layered on to help enhance document protection, increase efficiencies, and support compliance obligations — allowing K-12 schools and districts to focus on their core mission of improving student outcomes.

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Some security features may impact functionality/performance; you may want to test these settings in your environment.

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Layered Security

Layered security comprises device security, print security, document security, information security, and cybersecurity, resulting in a comprehensive approach to protecting student information.

Automatic Alerts

An administrator can be alerted should someone attempt to print, scan, or copy sensitive documents that contain keywords (confidential, faculty only, etc.).

Defense at Device

Before accessing a device to print, scan, or copy, a teacher can use an authenticated ID card to help gain the appropriate level of access.

PII Protection

An administrator can print student grades from a mobile device, which are then held on a server with security features until he or she enters a password at a printer to retrieve them.

Compliance

A layered approach to protecting your organization can establish an effective security posture and thus facilitate compliance with regulatory guidelines.

Collaboration without Borders

When collaborating with staff and other departments, enterprise digital rights management (EDRM) tools enable administrators to control file level access to help ensure that information is not compromised.