**Assignment:**

**Scenario**

You recently stepped into the role of information security manager at a medium-sized e-commerce company with roughly 500 to 1,000 employees organization-wide. The company has hired a third-party consultant to evaluate its information security posture. The consultant has concluded the evaluation and noted several high security risks. These action items must be addressed to ensure that the company’s information assets are secure. Your task is to provide recommendations to address multiple identified security risks and explain your decisions to your leadership team.

**Directions**

**Memo Template:** To communicate the identified information security risks and your recommendations and explanations, you will generate a memo to your leadership team. Your recommendations do not have to address all information security risks; however, they must address multiple risks. Be mindful that your leadership team is considered a nontechnical audience. You must complete **each** of the following sections:

* **Introduction:** Describe how addressing the evaluated elements of information security will support the company’s business objectives.
* **Laws and Regulations:** Explain how laws and regulations influence information security policies and procedures within this company.
* **Technical Controls:** Describe the technical controls that you would recommend to address the multiple indicated information security risks from the consultant’s findings.
* **Administrative Controls:** Describe the administrative controls that you would recommend to address the multiple indicated information security risks from the consultant’s findings.
* **Physical Controls:** Describe the physical controls that you would recommend to address the multiple indicated information security risks from the consultant’s findings.
* **Business Impact:** Explain how your recommendations impact current information security policies and practices within this company.
* **Conclusion:** Explain why leadership should act on these control recommendations to improve the company’s information security posture. Your conclusion can also include a brief summary, although it is not required.