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Office 365 in Business - David Kroenke 2011-06-24

Discover the Office option every business can afford Now your business can benefit from sophisticated communication and collaboration services fully integrated with Microsoft Office products. Once limited to companies large enough to afford data centers and the expensive IT staff to support them, these services can now be yours, and this book shows you how. Each chapter begins with a common business problem you've most likely faced, followed by the Office 365 solution. You'll learn to share documents, secure your communications, manage and share calendars and tasks, conduct video meetings, and give your business the edge it deserves. Teaches you how your business, large or small, can benefit from Office 365 Explains how to take advantage of Exchange Online, Lync Online, and SharePoint Online Shows you what makes Office 365 so affordable and why it doesn't require an IT staff Highlights what constitutes successful collaboration and how to facilitate it Explores specific Office 365 solutions for familiar business issues Addresses how to conduct video conferences, schedule meetings, set up discussions, and make remote PowerPoint presentations with Office 365 With this book, you'll discover how Office 365 can benefit your business every day of the year!

Managing the Mail - United States. National Archives and Records Service. Office of Records Management 1971

CAPM Exam Prep - Rita Mulcahy 2013-09-01

13 comprehension lessons ; Concepts and study material ; Games and exercises ; Tricks of the trade ; Practice exams and questions.

Exam Ref 70-410 Installing and Configuring Windows Server 2012 R2 (MCSA) - Craig Zacker 2014-02-15

Fully updated for Windows Server 2012 R2! Prepare for Microsoft Exam 70-410 - and help demonstrate your real-world mastery of implementing and configuring core services in Windows Server 2012 R2. Designed for experienced IT professionals ready to advance their status, Exam Ref focuses on the critical thinking and decision making acumen needed for success at the MCSA level. Focus on the expertise measured by these objectives: Install and configure servers Configure server roles and features Configure Hyper-V Deploy and configure core network services Install and administer Active Directory Create and manage Group Policy This Microsoft Exam Ref: Organizes its coverage by exam objectives. Features strategic, what-if scenarios to challenge you.

Exam 98-375 HTML5 Application Development Fundamentals - Microsoft Official Academic Course 2012-11-28

The Microsoft Technology Associate certification (MTA) curriculum helps instructors teach and validate fundamental technology concepts with a foundation for students' careers as well as the confidence they need to succeed in advanced studies. Through the use of MOAC MTA titles you can help ensure your students future success in and out of the classroom. This MTA text covers the following HTML5 Application vital fundamental skills: • Manage the Application Life Cycle • Build the User Interface by Using HTML5 • Format the User Interface by Using CSS • Code by Using JavaScript Click here to learn more about the Microsoft Technology Associate (MTA), a new and innovative certification track designed to provide a pathway for future success in technology courses and careers.

The Effective Change Manager's Handbook - Richard Smith 2014-11-03

The change management profession is no longer in its infancy. Readily identifiable in organizations and in business literature it is no longer reliant on parent disciplines such as organizational development or project management. Change management is itself in a state of change and growth - the number of jobs is increasing and organizations are actively seeking to build their change management capability. The Effective Change Manager's Handbook, the official guide to the CMI Body of Knowledge, is explicitly designed to help practitioners, employers and academics define and practice change management

successfully and to develop change management maturity within their organization. A single-volume learning resource covering the range of underpinning knowledge required, it includes chapters from esteemed and established thought leaders on topics ranging from benefits management, stakeholder strategy, facilitation, change readiness, project management and education and learning support. Covering the whole process from planning to implementation, it offers practical tools, techniques and models to effectively support any change initiative.

What Is Six Sigma? - Peter S. Pande 2001-11-16

A brief introduction to Six Sigma for employees Six Sigma is today's most talked-about system for improving the quality of organizational processes. Written by bestselling author Peter Pande, What Is Six Sigma? is a concise summary of the core themes and processes of Six Sigma.

Unlike almost all other books on Six Sigma, it is written for the employees of organizations rolling out Six Sigma not just managers. This helpful overview describes what Six Sigma is, why companies are implementing it, and how employees can make it a success in their own organizations. Based on the bestselling *The Six Sigma Way*, this accessible introduction to Six Sigma answers typical employee questions, concerns, and even skepticism about this revolutionary program. Includes: The six themes of Six Sigma A five-step roadmap to Six Sigma implementation The 10 basic tools of Six Sigma, with an entire page devoted to each

Management of Risk - 2002

This guide is intended to help organisations put in place effective frameworks for taking informed decisions about risk. It brings together recommended approaches, checklists and pointers to more detailed information on tools and techniques. The topics covered include: the principles of risk management; how risks are managed; managing risks at the strategic, programme, project and operational level; techniques and examples of the benefits of risk management. The publication draws on the experience of experts from both the private and public sector.

An Executive Guide to Portfolio Management - 2012

2007 Microsoft Office System Step by Step - Joyce Cox 2008

Provides detailed instruction in the fundamental features and functions of Access, Excel, FrontPage, Outlook, PowerPoint, Publisher, and Word, as well as InfoPath, SharePoint, LiveMeeting, and Groove--and the new integration features of the new version of the Office suite.

Agile Business Analysis - Kevin Aguanno 2018-11-13

Introduction to agile and the agile process -- Agile challenges -- Roles and responsibilities -- Agile requirements and user stories -- Agile documentation -- The BA's role in planning and estimating -- The BA and the agile events and work products -- Testing and solution evaluation -- A day in the life of the agile BA -- Moving forward

Managing Successful Programmes - Rod Sowden 2011

Combining rigour and flexibility, MSP helps all organisations - public sector and private, large and small - achieve successful outcomes from their programme management time and time again. With change a pressing reality for all organisations, successful programme management has never been more vital to success. Organisations must respond as new processes or services are introduced, supplier relationships alter and structures adapt to market forces or legislation. At the same time, all organisations strive to achieve excellence by improving practices, offering better services, preparing more effectively for the future and encouraging innovation. But change always creates new challenges and risks. Inevitably there will be interdependencies to manage and conflicting priorities to resolve as the organisation adapts not just to a new situation internally but to the constantly shifting world outside. To enable organisations to manage their programmes successfully, they need a structured framework that does two things. It must acknowledge that every programme exists in its own context and demands unique interpretation. At the same time it must be universally applicable. MSP

has been developed with these two priorities in mind. Its framework allows users to consistently manage a huge variety of programmes so that they deliver quality outcomes and lasting benefits. Fusing leadership with management best practice, MSP enables organisations to coordinate their key functions, develop a clear sense of unity and purpose and achieve the strategic cohesion necessary to drive through effective change

Managing Successful Projects with PRINCE2 - Stationery Office 2017-05
PRINCE2 is firmly established as the world's most practiced method for project management and is globally recognized for delivering successful projects. The updated 2017 guidance, its first since 2009, places a strong emphasis on the scalability and flexibility of the method and on how best to tailor it to the complexity and specific requirements of a project. The best practice represented by the PRINCE2 method is supported by a scheme that offers three levels of certification: Foundation, Practitioner and Professional. The PRINCE2 method comprises of seven themes, principles, and processes and equips practitioners with the skills and knowledge to manage projects in a wide range of environments.

ArchiMate® 3.0 - A Pocket Guide - A Glossary of terms 2016-07-18
ArchiMate®, an Open Group Standard, is an open and independent modeling language for Enterprise Architecture that is supported by different tool vendors and consulting firms. The ArchiMate language enables Enterprise Architects to describe, analyze, and visualize the relationships among architecture domains in an unambiguous way. This Pocket Guide is based on the ArchiMate® 3.0 Specification. It gives a concise introduction to the ArchiMate language. What's more, it's authoritative with material derived from the official ArchiMate documentation. Topics covered include: A high-level introduction to the ArchiMate Specification and its relationship to Enterprise Architecture The high-level structure of the ArchiMate language, including an introduction to layering, and the ArchiMate Framework The Generic Metamodel for the language The relationships that the ArchiMate language includes to model the links between elements The Motivation Elements, which includes concepts such as goal, principle, and requirement The Strategy Elements, which includes concepts such as resource, capability, and course of action The Business Layer, which includes the modeling concepts relevant in the business domain The Application Layer, which includes modeling concepts relevant for software applications The Technology Layer, which includes modeling concepts relevant for system software applications and infrastructure The Physical Elements, which include concepts relevant for the modeling of physical concepts like machines and physical installations The relationships between different layers of the language The Implementation and Migration Elements, which include concepts to support modeling Enterprise Architecture-enabled transformation A summary of the changes from ArchiMate 2.1 to ArchiMate 3.0 A Glossary of terms

Oracle BI 11g - Sideris Courseware Corp 2012

This textbook offers an exhaustive, step-by-step guide through the powerful features of the Oracle Business Intelligence (BI) product suite. One will learn the concepts, methods and techniques for building sophisticated data analytic modules. Analytic results are then organized into interactive dashboards. A solid foundation is laid for one to progress onto the latest and most advanced data analytic capabilities. The following specific topics are included in this guide book: Background discussion of data warehousing, business intelligence (BI) and data analytics presented in a form that business professionals can readily understand; Background concepts regarding logical data models, star schema and snowflake schema warehouse models; How to build analytical models using fact tables, dimensions, dimension hierarchies, cubes, measures and other multidimensional data model objects; Use interactive Dashboards to analyze data, uncover trends and make strategic business decisions; Export BI results to productivity software such as Microsoft Office or other external systems; Design customized Dashboards to reflect an individual's role, perspective or business interest; Creating data analyses and dynamically interact with results produced from Oracle BI; Format analyses using sorts, filters and prompts; Format column output, subtotaling, customization of column properties and transforming column data using formulas; Create results with compound layouts, including views such as tabular, chart, pivot table, gauge and others; Manage content, permissions and access within the Presentation Catalog. This textbook includes dozens of learning exercises, with detailed point-and-click solutions also provided.

ITIL Practitioner Guidance (Japanese Edition) - AXELOS. 2017-03-27
ITIL Practitioner Guidance is the essential reference text which

accompanies the ITIL Practitioner qualification. Fully integrated with the ITIL Practitioner syllabus, this publication is also a practical guide that helps IT service management (ITSM) professionals turn ITIL theory into practice through case studies, worksheets, templates and scenarios. The book assumes knowledge of ITIL and ITSM up to ITIL Foundation level, and begins with a discussion of the guiding principles of ITSM. It goes on to explain how these guiding principles are essential for ITSM and how they relate to philosophies, frameworks and methodologies such as DevOps, Lean, Agile etc. The publication shows how following the CSI (continual service improvement) approach, and how the core skills of organizational change management, communication, metrics and measurement, can underpin successful ITSM improvement initiatives.

Management of portfolios - Stephen Jenner 2011-01-31

This guide provides practical guidance for managers of portfolios and those working in portfolio offices as well as those filling portfolio management roles outside a formal PfMO role. It will be applicable across industry sectors. It describes both the Portfolio Definition Cycle (identifying the right, prioritised, portfolio of programmes and projects) and the Portfolio Delivery Cycle (making sure the portfolio delivers to its strategic objectives).

The TOGAF® Standard, Version 9.2 - The Open Group 2018

The TOGAF® Standard, a standard of The Open Group, is a proven Enterprise Architecture methodology and framework used by the world's leading organizations to improve business efficiency. It is the most prominent and reliable Enterprise Architecture standard, ensuring consistent standards, methods, and communication among Enterprise Architecture professionals. Those professionals fluent in the TOGAF approach enjoy greater industry credibility, job effectiveness, and career opportunities. The TOGAF approach helps practitioners avoid being locked into proprietary methods, utilize resources more efficiently and effectively, and realize a greater return on investment.

Microsoft Office Word 2007 Step by Step - Joan Lambert 2007-01-03
Experience learning made easy—and quickly teach yourself how to create impressive documents with Word 2007. With Step By Step, you set the pace—building and practicing the skills you need, just when you need them! Apply styles and themes to your document for a polished look Add graphics and text effects—and see a live preview Organize information with new SmartArt diagrams and charts Insert references, footnotes, indexes, a table of contents Send documents for review and manage revisions Turn your ideas into blogs, Web pages, and more Your all-in-one learning experience includes: Files for building skills and practicing the book's lessons Fully searchable eBook Bonus quick reference to the Ribbon, the new Microsoft Office interface Windows Vista Product Guide eBook—plus more resources and extras on CD For customers who purchase an ebook version of this title, instructions for downloading the CD files can be found in the ebook.

Microsoft Exchange Server Training - Kay Unkroth 1998

Providing an introduction to the core technologies of Microsoft Exchange Server, this book shows how to implement and administer Microsoft Exchange in a single-site or multiple-site environment. The kit covers installing and configuring the Microsoft Outlook desktop information manager client. Cover Title

CompTIA PenTest+ Certification All-in-One Exam Guide (Exam PT0-001) - Raymond Nutting 2018-12-14

This comprehensive exam guide offers 100% coverage of every topic on the CompTIA PenTest+ exam Get complete coverage of all the objectives included on the CompTIA PenTest+ certification exam PT0-001 from this comprehensive resource. Written by an expert penetration tester, the book provides learning objectives at the beginning of each chapter, hands-on exercises, exam tips, and practice questions with in-depth answer explanations. Designed to help you pass the exam with ease, this definitive volume also serves as an essential on-the-job reference. Covers all exam topics, including: •Pre-engagement activities •Getting to know your targets •Network scanning and enumeration •Vulnerability scanning and analysis •Mobile device and application testing •Social engineering •Network-based attacks •Wireless and RF attacks •Web and database attacks •Attacking local operating systems •Physical penetration testing •Writing the pen test report •And more Online content includes: •Interactive performance-based questions •Test engine that provides full-length practice exams or customized quizzes by chapter or by exam domain

Six Sigma for Managers - Greg Brue 2005-06-05

Six Sigma for Managers is a practical overview on how to implement Six Sigma practices in everyday business. Emphasizing straightforward explanations instead of complex charts and statistics, it shows managers

how to map processes, measure smart, and follow other Six Sigma principles.

Operational Support and Analysis - John Sansbury 2011-01-04

This user-friendly book will help candidates pass the ITIL] OSA Intermediate examination. It references the source material from the core ITIL texts and helps readers make sense of the technical and complex ITIL terminology.

Exam Ref 70-483 Programming in C# (MCSD) - Wouter de Kort 2013-07-15

Prepare for Microsoft Exam 70-483—and help demonstrate your real-world mastery of programming in C#. Designed for experienced software developers ready to advance their status, Exam Ref focuses on the critical-thinking and decision-making acumen needed for success at the Microsoft Specialist level. Focus on the expertise measured by these objectives: Manage Program Flow Create and Use Types Debug Applications and Implement Security Implement Data Access This Microsoft Exam Ref: Organizes its coverage by exam objectives. Features strategic, what-if scenarios to challenge you.

ArchiMate® 3.0.1 Specification - The Open Group 2017-09-28

The ArchiMate® Specification, an Open Group Standard, defines an open and independent modeling language for Enterprise Architecture that is supported by different tool vendors and consulting firms. The ArchiMate language enables Enterprise Architects to describe, analyze, and visualize the relationships among business domains in an unambiguous way. This book is the official specification of the ArchiMate 3.0.1 modeling language from The Open Group. ArchiMate 3.0.1 is a minor update to ArchiMate 3.0, containing the set of corrections from ArchiMate 3.0 Technical Corrigendum No. 1 (U172). This addresses inconsistencies and errors identified since the publication of Version 3.0 in June 2016. The ArchiMate Specification supports modeling throughout the TOGAF® Architecture Development Method (ADM). New features in Version 3 include elements for modeling the enterprise at a strategic level, such as capability, resource, and outcome. It also includes support to model the physical world of materials and equipment. Furthermore, the consistency and structure of the language have been improved, definitions have been aligned with other standards, and its usability has been enhanced in various other ways. The intended audience is threefold:

- Enterprise Architecture practitioners, such as architects (e.g., business, application, information, process, infrastructure, and, obviously, enterprise architects), senior and operational management, project leaders, and anyone committed to work within the reference framework defined by the Enterprise Architecture.
- Those who intend to implement the ArchiMate language in a software tool; they will find a complete and detailed description of the language in this book.
- The academic community, on which we rely for amending and improving the language, based on state-of-the-art research results in the Enterprise Architecture field.

CCNA INTRO Exam Certification Guide - Wendell Odom 2004

Covers the objectives of the CCNA INTRO exam and provides review questions, scenario-based exercises, and a testing engine found on the companion CD-ROM.

Digital Identity Management - Maryline Laurent 2015-04-02

In the past four decades, information technology has altered chains of value production, distribution, and information access at a significant rate. These changes, although they have shaken up numerous economic models, have so far not radically challenged the bases of our society. This book addresses our current progress and viewpoints on digital identity management in different fields (social networks, cloud computing, Internet of Things (IoT), with input from experts in computer science, law, economics and sociology. Within this multidisciplinary and scientific context, having crossed analysis on the digital ID issue, it describes the different technical and legal approaches to protect digital identities with a focus on authentication systems, identity federation techniques and privacy preservation solutions. The limitations of these solutions and research issues in this field are also discussed to further understand the changes that are taking place. Offers a state of the discussions and work places on the management of digital identities in various contexts, such as social networking, cloud computing and the Internet of Things Describes the advanced technical and legal measures to protect digital identities Contains a strong emphasis of authentication techniques, identity federation tools and technical protection of privacy

COBIT 5 - Information Systems Audit and Control Association 2012

Managing Benefits - Steve Jenner 2014-09-29

Projects and programmes should achieve a return on the investment

made by the owner or sponsor. This return is now thought of as the benefits that accrue from the investment: some financial, others perhaps harder to define, but nonetheless just as important in justifying the investment. Making sure that they are realised, and that unanticipated benefits are maximised, is as important as the initial justification, and without that many projects have earned a bad name for project management. This publication provides comprehensive guidance on how to manage delivery of the benefits used to justify investment in change. It provides guidance for all involved in successful change delivery from senior responsible owners and directors through to portfolio, programme and project managers. The guidance is the source material for an accredited qualification from APMG-International

What Are Soft Skills? - Patricia Dorch 2013-07

Essential Soft Skills You Need To Know for Career Success Are you looking for a blueprint to master top soft skills in demand by employers? Are you confident you possess soft skills you need to stand out? Do you know which soft skills will provide you with the competitive edge to maximize and leverage your career options? Inside What Are Soft Skills? you will discover why soft skills are vital competencies and the underlying principles which enable you to become more valuable and effective in the workplace. What Are Soft Skills? How to Master Essential Skills to Achieve Workplace Success is a comprehensive career resource to learn critical skills to elevate you above the competition and put you on the fast track to career success. Learn how to master essential employability soft skills - use secret strategies, techniques, tips and tools to boost your knowledge, professionalism and increase your marketability. "Soft skills enhance your marketability for career success."

-PATRICIA DORCH INSIDE WHAT ARE SOFT SKILLS? YOU WILL LEARN: How to advance your career and build strong interpersonal relationships with co-workers, colleagues and customers. How to use critical thinking skills to quickly read situations and problem solve. How to master public speaking skills to build confidence in job interviews, networking, interpersonal skills and dealing with difficult people. How your accountability and responsibility impacts the performance, productivity and profitability of the organization. How to use enthusiasm to promote your ideas and contribute to the success of the organization. How to adapt to work habits, technology, techniques and strategies to improve your performance in the workplace. ABOUT THE AUTHOR PATRICIA DORCH is an in-demand Career Expert, Strategist and sought after Speaker. Patricia is the author of Professionalism: New Rules for Workplace Career Success, Job Search: College Graduates New Career Advice, Ideas and Strategies To Get Hired and Military To Civilian Transition: Job Search Strategies and Tips to Get Hired in the Civilian Job Market. Patricia specializes in maximizing the potential for professionals to get hired, demonstrate professionalism in the workplace and get promoted in today's ultra competitive job market. Visit: www.whataresoftskills.net Visit: www.whatisprofessionalism.com

The TOGAF® Standard, Version 9.2 - A Pocket Guide - Andrew Josey 2018-04-16

This is the official Pocket Guide for the TOGAF® Standard, Version 9.2, from The Open Group. It is published in hard copy and electronic formats by Van Haren Publishing. The TOGAF Standard, a standard of The Open Group, is a proven Enterprise Architecture methodology and framework used by the world's leading organizations to improve business efficiency. It is the most prominent and reliable Enterprise Architecture standard, ensuring consistent standards, methods, and communication among Enterprise Architecture professionals. Those professionals who are fluent in the TOGAF approach enjoy greater industry credibility, job effectiveness, and career opportunities. The TOGAF approach helps practitioners avoid being locked into proprietary methods, utilize resources more efficiently and effectively, and realize a greater return on investment.

PRINCE2 Agile (Dutch Edition) - AXELOS

The PRINCE2 Agile guide supports a new qualification which is being offered as an extension for those who already hold a PRINCE2 Practitioner qualification. PRINCE2 Agile is the most up-to-date and relevant view of agile project management methodologies and the only framework covering a wide range of agile concepts, including SCRUM, Kanban and Lean Startup

Social Computing and Social Media. Participation, User Experience, Consumer Experience, and Applications of Social Computing - Gabriele Meiselwitz 2020-07-10

This two-volume set LNCS 12194 and 12195 constitutes the refereed proceedings of the 12th International Conference on Social Computing and Social Media, SCSM 2020, held as part of the 22nd International

Conference, HCI International 2020, which was planned to be held in Copenhagen, Denmark, in July 2020. The conference was held virtually due to the COVID-19 pandemic. The total of 1439 papers and 238 posters have been accepted for publication in the HCII 2020 proceedings from a total of 6326 submissions. SCSM 2020 includes a total of 93 papers which are organized in topical sections named: Design Issues in Social Computing, Ethics and Misinformation in Social Media, User Behavior and Social Network Analysis, Participation and Collaboration in Online Communities, Social Computing and User Experience, Social Media Marketing and Consumer Experience, Social Computing for Well-Being, Learning, and Entertainment.

Emerging Technologies for Education - Tien-Chi Huang 2017-12-15

This book constitutes the thoroughly refereed post-workshop proceedings of the Second International Symposium, SETE 2017, held in conjunction with ICWL 2017, Cape Town, South Africa, in September 2017. The 52 full and 13 short papers were carefully reviewed and selected from 123 submissions. This symposium attempts to provide opportunities for the crossfertilization of knowledge and ideas from researchers in diverse fields that make up this interdisciplinary research area.

Business Analysis Techniques - James Cadle 2010

The development of business analysis as a professional discipline has extended the role of the business analyst who now needs the widest possible array of tools and the skills and knowledge to be able to use each when and where it is needed. This book provides 72 possible techniques and applies them within a framework of stages.

APM Introduction to Programme Management - Paul Rayner 2016-09

Exam 70-413 Designing and Implementing a Server Infrastructure

- Microsoft Official Academic Course 2014-10-27

This Microsoft Official Academic Course (MOAC) IT Professional curriculum prepares certification students for success every step of the way. This 70-413 Designing and Implementing a Server Infrastructure exam course is the first of a series of two exams Microsoft Certified Solutions Associates (MCSE) candidates are required to pass to gain the MCSE: Windows Server 2012 and Windows Server 2012 R2 certification. These MCSE exams test the skills and knowledge necessary to design, implement, and maintain a Windows Server 2012 infrastructure in an enterprise scaled, highly virtualized environment. Passing these exams confirms students' ability to plan, configure, and implement the Windows Server 2012 services, such as server deployment, server virtualization, and network access and infrastructure. This complete ready-to-teach MOAC program is mapped to all of the exam objectives.

Software Testing Foundations - Andreas Spillner 2014-03-19

Professional testing of software is an essential task that requires a profound knowledge of testing techniques. The International Software Testing Qualifications Board (ISTQB) has developed a universally accepted, international qualification scheme aimed at software and system testing professionals, and has created the Syllabi and Tests for the "Certified Tester." Today about 300,000 people have taken the ISTQB certification exams. The authors of *Software Testing Foundations*, 4th Edition, are among the creators of the Certified Tester Syllabus and are currently active in the ISTQB. This thoroughly revised and updated fourth edition covers the "Foundations Level" (entry level) and teaches the most important methods of software testing. It is designed for self-study and provides the information necessary to pass the Certified Tester-Foundations Level exam, version 2011, as defined by the ISTQB. Also in this new edition, technical terms have been precisely stated

according to the recently revised and updated ISTQB glossary. Topics covered: Fundamentals of Testing Testing and the Software Lifecycle Static and Dynamic Testing Techniques Test Management Test Tools Also mentioned are some updates to the syllabus that are due in 2015.

The Open Group Architecture Framework TOGAF Version 9 - The Open Group 2015-01-01

The Open Group Architecture Framework (TOGAF) is a framework a detailed method and a set of supporting tools for developing an enterprise architecture, developed by members of The Open Group Architecture Forum (www.opengroup.org/architecture). As a comprehensive, open method for enterprise architecture, TOGAF Version 9 complements, and can be used in conjunction with, other frameworks that are more focused on specific aspects of architecture or for vertical sectors such as Government, Defense, and Finance. TOGAF may be used freely by any organization wishing to develop an enterprise architecture for use within that organization (subject to the Conditions of Use). This book is divided into seven main parts: PART I (Introduction) This part provides a high-level introduction to the key concepts of enterprise architecture and in particular the TOGAF approach. It contains the definitions of terms used throughout TOGAF and release notes detailing the changes between this version and the previous version of TOGAF. PART II (Architecture Development Method) This is the core of TOGAF. It describes the TOGAF Architecture Development Method (ADM) a step-by-step approach to developing an enterprise architecture. PART III (ADM Guidelines & Techniques) This part contains a collection of guidelines and techniques available for use in applying TOGAF and the TOGAF ADM. PART IV (Architecture Content Framework) This part describes the TOGAF content framework, including a structured metamodel for architectural artifacts, the use of re-usable architecture building blocks, and an overview of typical architecture deliverables. PART V (Enterprise Continuum & Tools) This part discusses appropriate taxonomies and tools to categorize and store the outputs of architecture activity within an enterprise. PART VI (TOGAF Reference Models) This part provides a selection of architectural reference models, which includes the TOGAF Foundation Architecture, and the Integrated Information Infrastructure Reference Model (III-RM). PART VII (Architecture Capability Framework) This part discusses the organization, processes, skills, roles, and responsibilities required to establish and operate an architecture function within an enterprise.

The Official (ISC)2 Guide to the CISSP CBK Reference - John Warsinske 2019-04-04

The only official, comprehensive reference guide to the CISSP All new for 2019 and beyond, this is the authoritative common body of knowledge (CBK) from (ISC)2 for information security professionals charged with designing, engineering, implementing, and managing the overall information security program to protect organizations from increasingly sophisticated attacks. Vendor neutral and backed by (ISC)2, the CISSP credential meets the stringent requirements of ISO/IEC Standard 17024. This CBK covers the new eight domains of CISSP with the necessary depth to apply them to the daily practice of information security. Written by a team of subject matter experts, this comprehensive reference covers all of the more than 300 CISSP objectives and sub-objectives in a structured format with: Common and good practices for each objective Common vocabulary and definitions References to widely accepted computing standards Highlights of successful approaches through case studies Whether you've earned your CISSP credential or are looking for a valuable resource to help advance your security career, this comprehensive guide offers everything you need to apply the knowledge of the most recognized body of influence in information security.