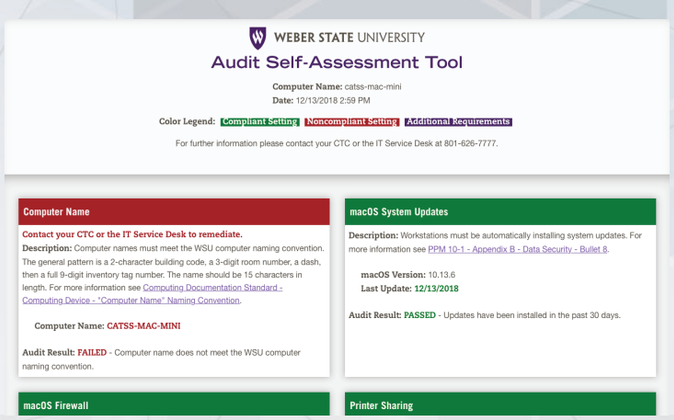
QuickBytes
Vol. 2 // Issue 2

WEBER STATE UNIVERSITY
Information Technology

Audit Self-Assessment Tool



This project began when Quin Dixon (Systems Specialist) and Matt Cain (Classroom Technology Services Manager) had an idea to have a tool that users could use to identify settings that were outside of audit compliance. Giving users the confidence to know if their computer is in compliance, the power to understand what their machine needs, and the ability to identify non-compliance issues.

Two (2) stages have been initiated for development of the Audit Self-Assessment Tool and could evolve into additional stages as needed.

Internal audit has personnel download the tool prior to department audits. The tool also directs users to the following PPM's:

- 10-1 Information Security Policy
- 10-2 Acceptable Use Policy
- 10-7 Cloud Storage Policy

Approximately one hundred and fifty computers are audited annually taking about fifteen (15) minutes per computer to audit; a total of 37.5 hours annually.

With the new Audit Self-Assessment Tool, the report runs in seconds (by the user), and then internal audit asks follow-up questions based on the report; including a few questions regarding passwords and sensitive information.

The new process now only takes approximately five (5) minutes per computer allowing the user to run the tool with confidence and power to understand what their machine needs before the audit.

The new Audit Self-Assessment Tool saves internal audit 25 hours annually and will most likely provide fewer write-ups if individuals are proactive and use the tool periodically and then have any issues fixed by the IT Support Desk or their CTC.

Stage 1of 2:

Allowing users the ability to run the tool themselves and identify settings outside of audit compliance.

- Windows version completed November 2017.
- Mac version completed October 2018.

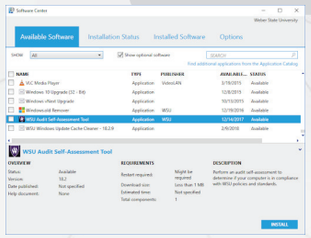
Stage 2 of 2:

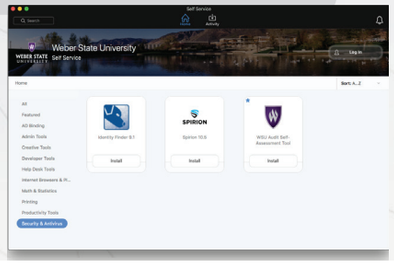
Provides internal audit the ability to remotely initiate scans and a dashboard to review results

In process - Anticipated Completion Date TBD

Windows: Access it through the Software Center

Mac: Access it through the Self Service Applications/Security & AntiVirus/WSU Audit Self- Assessment Tool





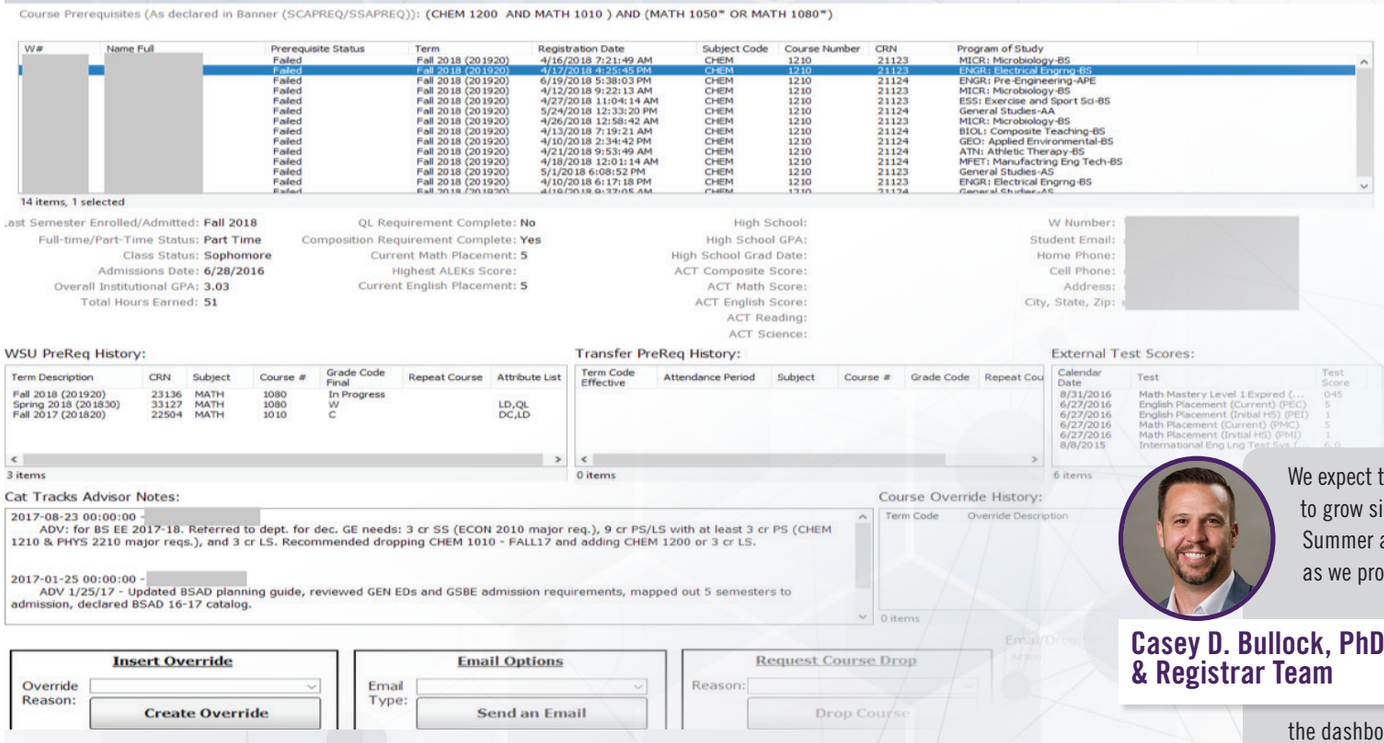
Stephanie Jaramillo
Assistant Director, Internal Audit

I appreciate the effort Quin Dixon and others have put into the WSU Self Assessment tool. This tool will be a fantastic resource for individuals to quickly run, helping them to ensure their computers are compliant with WSU policies and standards. In addition, it is extremely helpful for me as I assess desktop security during College departmental audits. I can quickly run the tool and print a report showing whether the computer is compliant or non-compliant, saving me a lot of time.

Quin Dixon
Systems Specialist, Infrastructure Service

It's fantastic to watch a good idea start small and then explode into something bigger and better. That's the power of teamwork.

Prerequisite Verification Dashboard



Tim McPhie (Data Warehouse Developer) was the intellect in building the prerequisites into the Data Warehouse to create the Dashboard. The Prerequisite Verification Dashboard has a dual purpose:

(1) increase efficiency in verifying students' completion of prerequisites and,

(2) more effectively enforce student compliance in completing prerequisites by identifying areas/departments/users routinely overriding prerequisites.

The drop request workflow on the dashboard provides accurate and timely documentation to the registration office to be attached to students' files; critical protection for the University. Likewise, the override workflow on the dashboard reduces the number of users accessing screens in the SIS, which is also critical for protecting student data. These two workflows speed up the process so that students requesting appropriate overrides can more quickly be granted that override and register for courses.

The timeliness of the drop process is especially important because, without adequate time to find an alternative course, a student who has been dropped may end up with a minimal selection of classes available and may enroll in a course that does not help them progress toward completion.

Casey D. Bullock, PhD & Registrar Team

We expect the number of departments to grow significantly through the Summer and Fall 2019 semesters as we provide more training opportunities and advertising to the departments about the capabilities of the dashboard. We expect to see a reduction in the time the academic scheduling and registration offices see troubleshooting prerequisite issues when more administrative specialists are trained and confident using the dashboard. Having said that, we expect to see an influx of drop reports to the registration office each semester as more departments come on board. We view this as a good thing because dropping the students who have not met the preequisites earlier on gives them a better opportunity for alternative courses and helps protect accreditation for our programs.

Project Updates

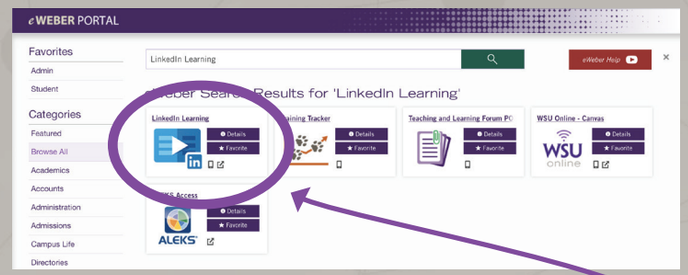
LEARNING WITH Lynda.com® CONTENT

Ty Naylor
IT Marketing and Training Manager

We encourage faculty and staff to utilize the LinkedIn Learning platform for personal and professional development. The pilot will continue until May 30, 2019. There are 14,000+ courses currently available through LinkedIn Learning, with more added each week. Please contact Ty Naylor, if you have any questions.

LinkedIn Learning Pilot Stats:

787 WSU Faculty & Staff
299 WSU Students
2,744 Courses Taken
24,469 Videos Viewed
Pilot End Date: ***May 30, 2019***



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