

1. Record Nr.	UNINA9910454407503321
Autore	Flynn Nancy <1956->
Titolo	The e-policy handbook [[electronic resource]] : rules and best practices to safely manage your company's e-mail, blogs, social networking, and other electronic communication tools // Nancy Flynn
Pubbl/distr/stampa	New York, : American Management Association, c2009
ISBN	1-282-09119-0 9786612091193 0-8144-1078-2
Edizione	[2nd ed.]
Descrizione fisica	1 online resource (336 p.)
Disciplina	004.068
Soggetti	Electronic mail systems - Management Information technology - Management Computer network resources - Management Computer software - Management Electronic books.
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Description based upon print version of record.
Nota di bibliografia	Includes bibliographical references (p. 287-309) and index.
Nota di contenuto	Contents; PART ONE: Electronic Business Communication Rules; PART TWO: E-Mail Rules; PART THREE: Privacy, Confidentiality, and Data Security Rules; PART FOUR: Content, Personal Use, and Netiquette Rules; PART FIVE: Instant Messaging Rules; PART SIX: Internet Rules: Web, Blog, Social Networking, and Video Site Risks, Rules, Policies, and Best Practices; PART SEVEN: Software Rules; PART EIGHT: Cell Phone and Texting Rules; PART NINE: Monitoring and Compliance Rules: Minimize Risks-and Maximize Compliance-with Training, Discipline, and Monitoring; PART TEN: User Rules PART ELEVEN: Electronic Writing RulesAPPENDICES; Notes; Index; About the Author
Sommario/riassunto	A single off-color e-joke can land a company in court. Now updated, here is crucial protection against litigation, theft, and squandered resources.

2. Record Nr.	UNINA9910142515103321
Titolo	Academia : revista latinoamericana de administracion
Pubbl/distr/stampa	Santiago de Chile, : Departamento de Administracion de la Facultad de Ciencias Economicas y Administrativas de la Universidad de Chile <1999-> ; Bogota, Colombia, : Facultad de Administracion de la Universidad de los Andes
ISSN	2056-5127
Descrizione fisica	1 online resource (volumes) : illustrations
Collana	ABI/INFORM Collection. ProQuest Central. Education Database.
Disciplina	658
Soggetti	Management Management - Latin America Finance Finance - Latin America Gestion Gestion - Amerique latine Finances Finances - Amerique latine ADMINISTRACION - PUBLICACIONES PERIODICAS Periodicals Latin America
Lingua di pubblicazione	Spagnolo
Formato	Materiale a stampa
Livello bibliografico	Periodico
Note generali	Refereed/Peer-reviewed