OK Consulting ISO 27001 Implementation Online Kanban Board Guide

Contents

Learn ISO 27001 Implementation Online Kanban Board Basics

Getting started with our board is easy. In this guide, you will learn about the fundamental components of our board, lists, cards, and documents.

ISO 27001 Implementation is easy with our solution. Our board gets you moving quickly with a simple workflow.

Product Overview

ISO/IEC 27001:2013 Implementation Kanban Board is the best way to put an Information Security Management System (ISMS) in place quickly and effectively and achieve certification to the ISO27001:2013/17 standard with much less effort than doing it all yourself.
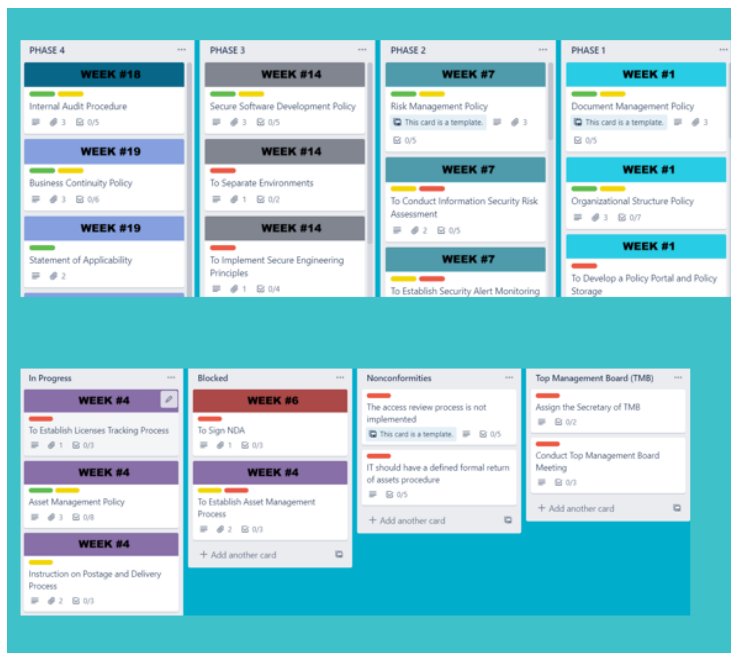
WHAT MAKES IT SPECIAL:

- ✓ *Full list of ISO/IEC 27001: 2013 requirements with detailed description*
- ✓ ***22 policies and procedures templates** – unlimited access to all documents required for certification*
- ✓ ***Access to a Kanban Board** designed to track ISO 27001 Implementation progress*
- ✓ *10 registers and additional documentation templates*
- ✓ *Fully optimized for **small and medium-sized companies***

Product Features

PROCESS

- *The implementation cycle divided into **4 phases** makes it possible to lead it in the best possible direction*
- *All stages are **automated** and easy to control on an Online **Kanban Board***
- *There is a **nonconformities review stage** after each phase*
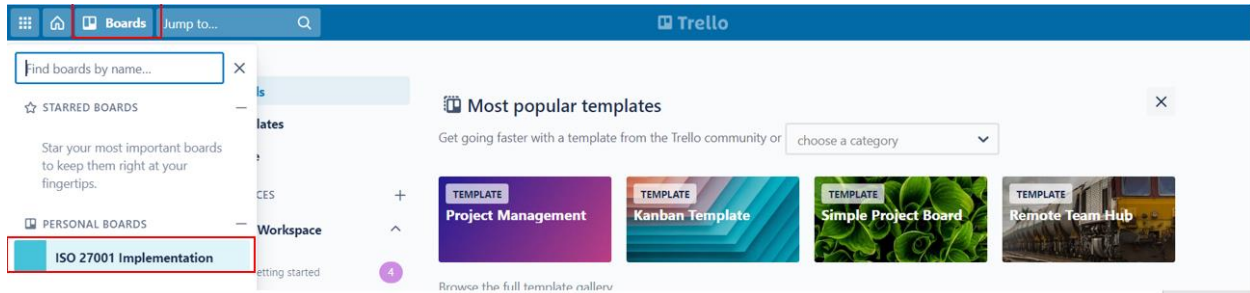
DOCUMENTATION

- *Fully **editable 22 templates** in Microsoft Office or Google Docs*
- *An average of **15 comments** per template guiding you on what to fill out*
- *Documentation language – **English***
- *Available as an instant download*

KANBAN BOARD

- *This unique agile board designed to **reflect all ISO 27001 standard requirements***
- ***Full access and control. Editable.***
- *Integration with **Jira and MS Teams.***
- ***Templates** attached to each task*

How It Works

- Go to https://trello.com/
- Sign in with the email address you provided to us
- Click on the "Board" tab on the top left corner of the page and click on the *ISO 27001 Implementation Board*:
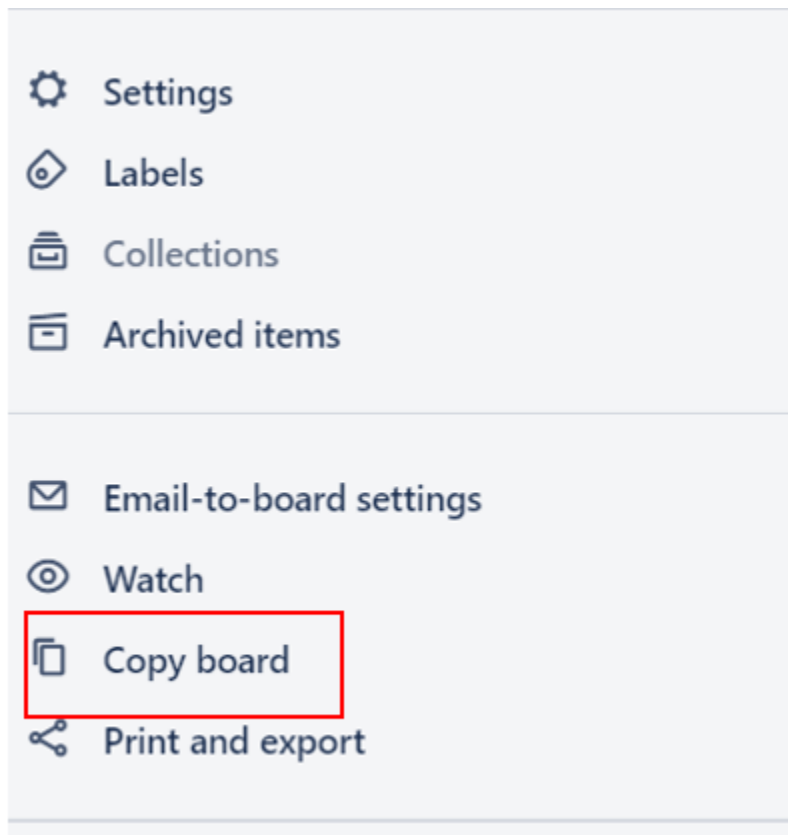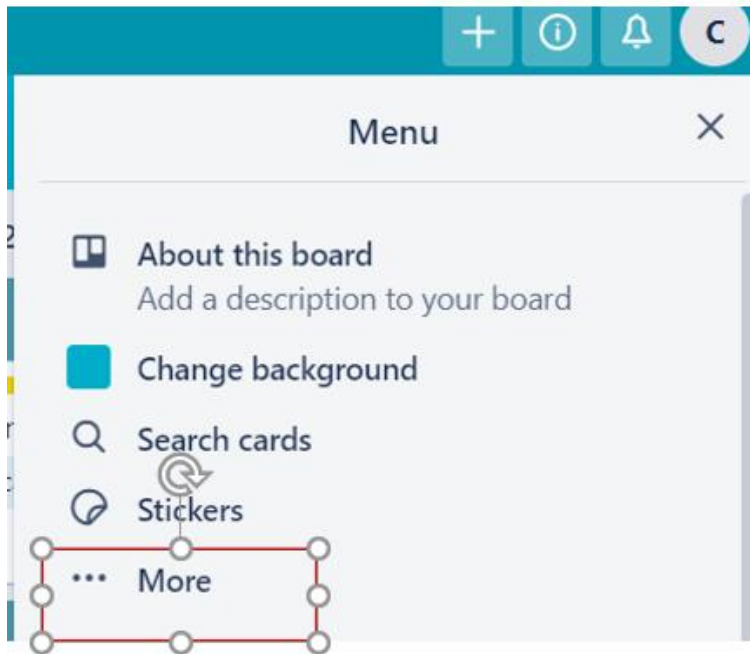

Board Components

An ISO 27001 Implementation Online Kanban Board has four key components, but unlimited possibilities:
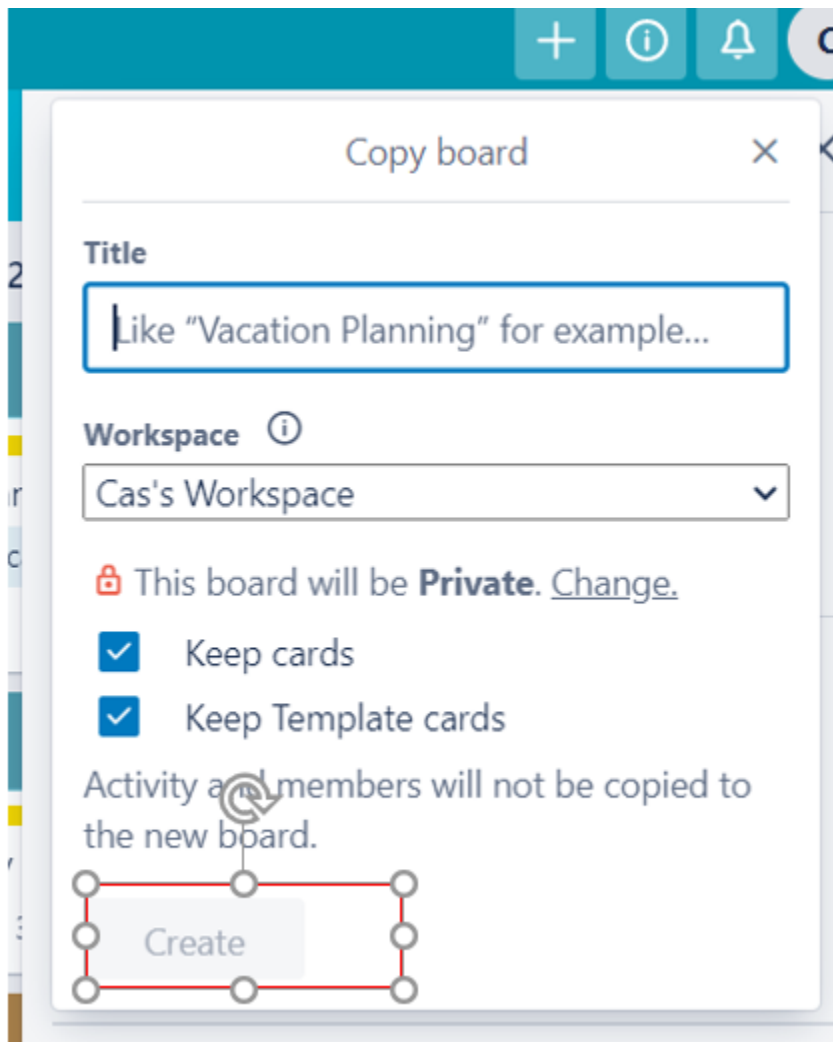
- Now go to the board menu on the top right corner of the board and click "Show menu":
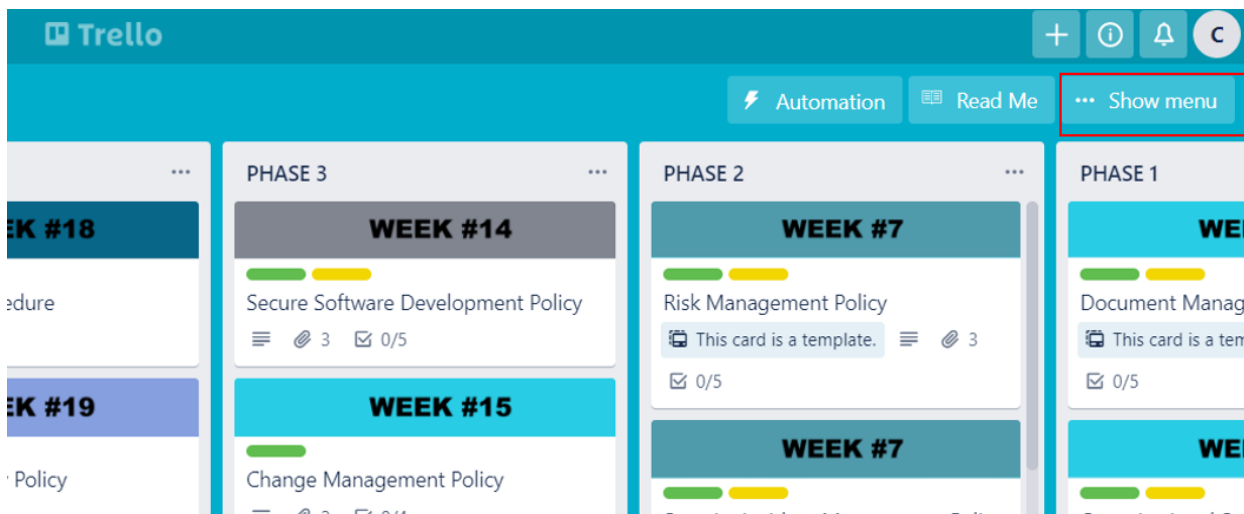
- Then click "More" and choose "Copy board" :

- Name the board as you wish, **make sure that this board is Private**, keep cards and template card, and click "Create" when you're done:

- Trello will duplicate the board as you asked and will automatically switch you to the new board.

Getting Started with ISO 27001 Implementation

Our board has four key components:

- Lists
- Cards
- Documents

Our board represents a place to keep track of the ISO 27001 Implementation process. The workflow is fully optimized for small and medium-sized companies. Whether you are working on ISMS or planning to implement it, our board is designed to organize documents, tasks, all the little details, and most importantly—collaborate with your colleagues.

Think about an information security management system like a project.

Lists

ISO 27001 Implementation Board divided into twelve lists as follows.
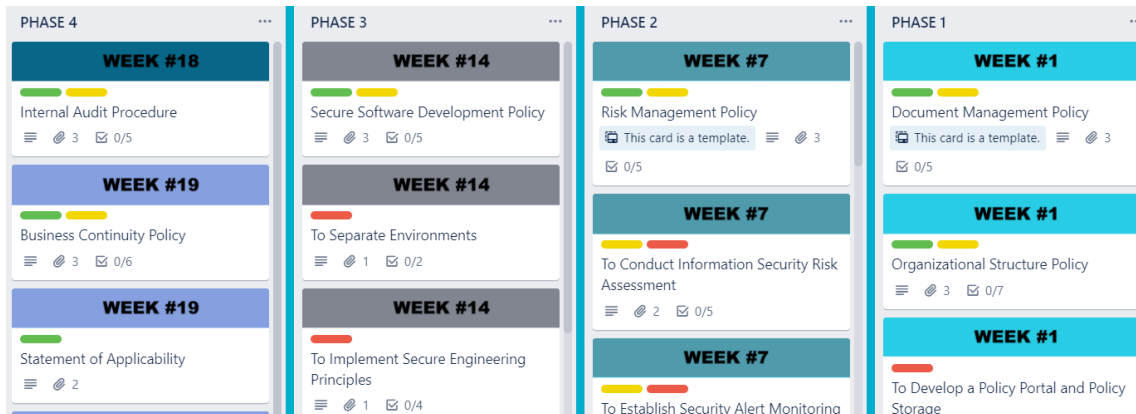
Informative lists that help you to navigate the board or find needed template easily):

1. Legend
2. Templates

Backlog is divided into **4 phases**. It would be best if you started on each phase one by one:

3. Phase 1
4. Phase 2
5. Phase 3
6. Phase 4

Progress lists help you organize your cards by status:

7. In progress
8. Blocked
9. Recurring
10. Done

Specific lists are needed to oversee the agenda for Top Management Board meetings and track nonconformities:

11. Top Management Board
12. Nonconformities

Cards

The smallest but most detailed unit of a board is a card. Cards are used to represent documents to be developed or action items to be conducted.

Each card has a description, document templates (if needed), progress checklist.

You can simply assign a responsible person to the card and set a deadline.

Drag and drop cards across lists to show progress.

Documents

The board contains 22 policy templates fully editable in Microsoft Office or Google Docs. An average of 15 comments per template guiding you on what to fill out.

Documentation language is English.

Available as an instant download.

Cards marked with **Green** and **Yellow** labels contain mandatory and additional documentation templates.
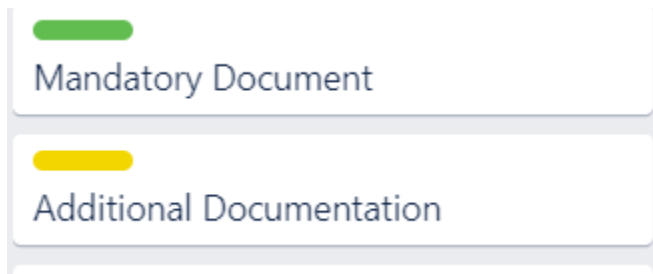
If you are assigned to a task that aims to develop a document, you should go to the task and click on the template attached to the card:
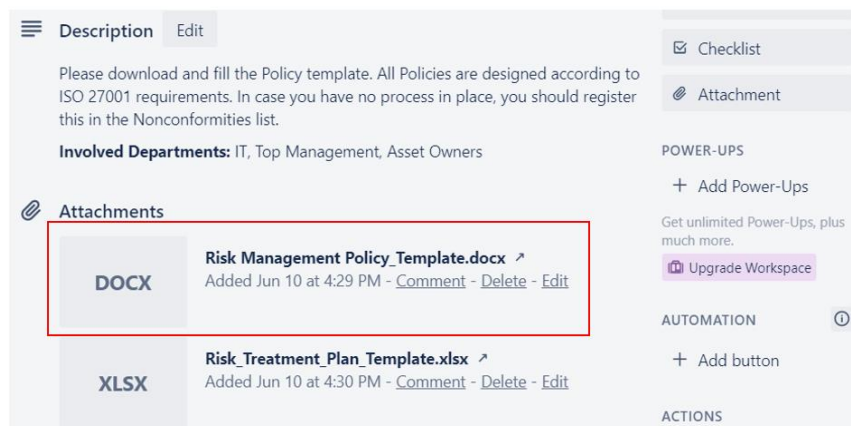
When the document is opened, go to the right top corner and click on the "Open in a New Window" icon:

On a new window, you can download the document or save it using the top-right menu:

Where to Start

Before you start, go to the Templates list and open the *Statement of Applicability and Standard Requirements* card. Next, open the SoA and review the ISO 27001 standard requirements. Then you can use this document to clarify each requirement if needed.

ISO 27001 Implementation backlog is divided into 4 phases. It would be best if you start on each phase one by one.

Go to the *Phase 1* list. You will see that cards are marked with *WEEKS*. It is done to simplify your journey till you receive certification. Weeks represents the sequence you should start for each card.

Start to assign tasks from Week one, then next week, you should proceed with new assignments. Please note that you or a designated responsible person should define the deadline for the task completion.

Weeks highlights only the start timeframes.

Top Management Board list includes tasks to be performed as per Organizational Structure Policy.

Nonconformities list should be filled up nonconformities discovered during the ISO 27001 implementation process.

Integrations

Our Tello board supports integration with variety of software products, and thus, it offers even more opportunities to streamline your ISO Implementation processes and increase productivity.

Full list of integrations you can find here.

The most popular are the following:

- The Trello App for Microsoft Teams
- Jira

That is all!

Thank you for your attention.

If you have any questions, please do not hesitate to get in touch with us.

Email: support@okconsultins.com

Web site: https://www.okconsultings.com/