



KENNESAW STATE UNIVERSITY

DEPARTMENT OF PUBLIC SAFETY
AND UNIVERSITY POLICE
Office of Emergency Management

August 2019



OWL Ready

Hard Copies and Backup Locations

As many of you may remember, the KSU network went down earlier this year. However, it was not due to ransomware or some malicious cyber attack—it was simply due to a construction crew on a backhoe that physically severed the network cable to the campus during an off campus project. There were many departments that wanted to provide updates to their staff during this outage, but without the network, they no longer had access to key contact information. In other words, the information was dependent on the network. The Office of Emergency Management suggests keeping “hard” copies of staff contact information that should be available to your department leaders (in other words, not just one person!). Of course, this information must be updated regularly to ensure it is correct and accurate. These contact lists can also be stored in Owl Ready as a document! One of the biggest advantages of the Owl Ready system is that it is not dependent on our network—you can access it from anywhere and your login information is not connected to the Central Authentication system on the KSU network. If your office has multiple locations, such as one on each campus, we recommend keeping copies in both locations in case the physical building is not accessible due to damage or some other type of emergency.

As always, if you have any questions regarding Continuity Planning or the OwlReady COOP Tool (which can be found here: https://kennesaw.kuali.co/ready/users/sign_in), please contact James Westbrook, Assistant Director of OEM, at jwestbr9@kennesaw.edu or 470-578-6370.

