



Omni Commerce Strategy



JANCO ASSOCIATES, INC.

2020 Edition

e-Commerce Paradigm

e-Commerce is evolving from a single channel to Omni channels. The primary definition for these paradigms are as follow:

- **Single-channel commerce** means you're selling your product via one sales channel only. This could be your brick-and-mortar store, your website, or an online marketplace like eBay. This can work perfectly well. But, if you want to give your customers a richer experience with your brand, look to expand the channels where you can sell your product.
- **Multichannel commerce** sells your product to your customers on different channels, both online and offline. You interact with your customer via social media, by phone, and in your physical store. Your online presence is on point and your customers know where to find you. Multichannel is already a great strategy to get people engaging with your brand.
- **Omnichannel commerce** takes place on multiple channels too, like the multichannel commerce strategy. Without multichannel, there's no omnichannel. The big difference is that omnichannel commerce connects all channels. This means your customer has a seamless experience across all platforms.

Omni Commerce Strategy

The Omni Commerce Strategy is a compilation of multiple Janco Associates offering. It is available in three separate editions – Standard, Silver, and Gold. Subscribers to our update service will get all changes and additions to the components included. The three editions are described in the following pages.

If you order the Standard Edition you can upgrade to the Silver or Gold. Also, the Siver can be upgraded to the Gold edition via our updated subscription service.

Omni Commerce Strategy Bundles

Standard Edition

The **Omni Commerce Strategy Planning Toolkit - Standard Edition** is provided in Word and PDF formats. It is GDPR, CACPA, ISO, Cobit, Sarbanes Oxley, PCI-DSS, and HIPAA compliant and includes:

- **IT Infrastructure, Strategy, and Charter Template**
- **Full set of IT Infrastructure Electronic Forms**
- **BYOD Policy Template**
- **Social Networking Policy Template**
- **Chief Experience Officer Job Description**

Silver Edition

The **Omni Commerce Strategy Planning Toolkit - Standard Edition** is provided in Word and PDF formats. It is GDPR, CACPA, ISO, Cobit, Sarbanes Oxley, PCI-DSS, and HIPAA compliant and includes:

- **IT Infrastructure, Strategy, and Charter Template**
- **Full set of IT Infrastructure Electronic Forms**
- **Full set of IT Infrastructure Policies** – includes the BYOD and Social Networking Policy Templates
- **Chief Experience Officer job description**
- **Digital Brand Manager job description**

Gold Edition

The **Omni Commerce Strategy Planning Toolkit - Standard Edition** is provided in Word and PDF formats. It is ISO, Cobit, Sarbanes Oxley, PCI-DSS, and HIPAA compliant and includes:

- **IT Infrastructure, Strategy, and Charter Template**
- **Full set of IT Infrastructure Electronic Forms**
- **Full set of IT Infrastructure Policies**
- **eCommerce, Wireless and Internet Job Description Bundle** – includes Chief Experience Officer and Digital Brand Manager job descriptions

IT Infrastructure Policies

- [Backup and Backup Retention Policy](#)
- [Blog and Personal Web Site Policy](#)
- [BYOD Policy Template](#)
- [Google Glass Policy](#)
- [Incident Communication Plan Policy](#) - **Includes Pandemic Checklist and considerations**
- [Internet, e-Mail, Social Networking, Mobile Device, Electronic Communications, and Record Retention Policy](#)
- [Mobile Device Access and Use Policy](#)
- [Outsourcing and Cloud-Based File Sharing Policy](#)
- [Patch Management Policy](#)
- [Physical and Virtual Server Security Policy](#)
- [Privacy Compliance Policy - California Privacy Act](#)
- [Record Classification, Management, Retention, and Destruction Policy](#)
- [Safety Program](#)
- [Sensitive Information Policy](#)
- [Service Level Agreement \(SLA\) Policy Template with KPI Metrics](#)
- [Social Networking Policy](#)
- [Technology Acquisition Policy](#)
- [Telecommuting Policy](#)
- [Text Messaging Sensitive and Confidential Information](#)
- [Travel, Electronic Meeting, and Off-Site Meeting Policy](#)
- [Wearable Device Policy](#)

eCommerce, Wireless, and Internet Job Description Bundle

- Chief Experience Officer
- Digital Brand Manager
- Director e-Commerce
- Manager Disaster Recovery and Business Continuity
- Manager Internet Systems
- Manager Point of Sale
- Manager Record Administration
- Manager Security and Workstations
- Manager Transaction Processing
- Manager Video and Website Content
- Manager Wireless Systems
- e-Commerce Coordinator
- PCI-DSS Administrator
- Record Management Coordinator
- SEO Specialist
- System Administrator – Linux
- System Administrator - UNIX
- System Administrator – Windows
- Web Analyst
- Web Site Designer
- Webmaster
- Wi-Fi Network Administrator

IT Infrastructure Forms

- Background Check Authorization
- Blog Policy Compliance Agreement
- BYOD Access and Use Agreement
- Change and Patch Management Log (EXCEL)
- Company Asset Employee Control Log
- Disaster Recovery - Business Continuity Forms
 - LAN Node Inventory
 - Location Contact Numbers
 - Off-Site Inventory
 - Pandemic Planning Checklist
 - Personnel Location
 - Plan Distribution
 - Remote Location Contact Information
 - Team Call List
 - Vendor List
- Email - Employee Acknowledgment
- Employee Termination Checklist
- Enterprise Owned Equipment Inventory
- FIPS 199 Assessment
- Google Glass Use Agreement
- Incident Communication Contacts
- Internet & Electronic Communication Employee Acknowledgment
- Internet Access Request
- Internet Use Approval
- Mobile Device Access and Agreement
- Mobile Device Security and Complacence Checklist
- New Employee Security Acknowledgment and Release
- Outsourcing Security Compliance Agreement
- Pandemic Planning Checklist
- Preliminary Security Audit Checklist
- Privacy Compliance Policy Acceptance Agreement
- Security Access Application
- Security Audit Report
- Security Violation Record Retention and Disposition Schedule
 - Personnel Records
 - Administrative Records
 - Facility Records
 - Financial Records
 - Sales Records
 - Computer and Information Security Records
 - Computer Operations and Technical Support
 - Data Administration
 - General Systems and Application Development
 - Network and Communication Services
 - User and Office Automation Support
 - Safety Records
- Safety Checklist - Alternative Work Location
 - New Employee Safety Checklist
 - Safety Program Contact List
 - Training Record
 - OSHA 300 - Log of Work-Related Injuries and Illnesses
 - OSHA 300A - Summary of Work-Related Injuries and Illnesses
 - OSHA 301 - Injuries and Illness Incident Report

- Safety Program Forms
 - Area Safety Inspection
 - Employee Job Hazard Analysis
 - First Report of Injury
 - Inspection Checklist - Alternative Locations
 - Inspection Checklist - Computer, Server, Data Center
 - Inspection Checklist - Office Locations
- Sensitive Information Policy Compliance Agreement
- Server Registration
- Social Networking Policy Compliance
- Telecommuting IT Checklist
- Telecommuting Work Agreement
- Text Messaging Sensitive Information Agreement
- Wearable Device Access and Use Agreement