

# Threat assessment security scorecard.

## Print, copy, scan, fax and email vulnerabilities

- Can anyone (even a visitor) walk up to your copiers (MFDs) and copy and/or scan?
- Can anyone (even a visitor) walk up to your copiers (MFDs) and scan to folder, email or fax?
- Are printed jobs left in the output trays of your printers and copiers unattended?
- Do you have the USB ports disabled to prevent someone from scanning to USB devices?
- Do you maintain an audit trail of print, copy, scan, fax activity; who, what, when, where, how?
- Can anyone walk up to your fax machines and fax documents... anywhere to anyone?
- When your MFDs leave your building (i.e., end of a lease), is there any confidential data stored on the MFD?
- Do your devices contain any sensitive network information stored on the device? Are device passwords yours?
- When archiving documents, are you using a file format that allows for long-term preservation?
- Is your scan and print transfer SSL encrypted?
- Do you keep a digital archive of all transmitted faxes?
- Do you control authorized fax destinations?
- Has your organization invested in any DLP technology? If yes—how have you integrated this into your MFD architecture?
- Do you have business processes that are unnecessarily complicated with many error-prone touch points, where people print, fax, copy, scan, and mail—all within one process?
- When people fax out a document, how do you know if they typed the wrong fax number? What measures have you implemented to mitigate this risk?

---

### About Nuance Communications, Inc.

Nuance Communications is reinventing the relationship between people and technology. Through its voice and language offerings, the company is creating a more human conversation with the many systems, devices, electronics, apps and services around us. Every day, millions of people and thousands of businesses experience Nuance through intelligent systems that can listen, understand, learn and adapt to your life and your work. For more information, please visit [nuance.com](http://nuance.com).

---