Security Tips

Commit to a disciplined practice of information security and continue to refresh yourself so you don't become a point of vulnerability in our security defenses.

- Cyber Security's goal: **Protect our information and information systems**

- Cyber Security is: "**Protection** of information systems **against unauthorized** access to or **modification** of information, whether in storage, processing or transit, and against the **denial** of service to authorized users, including those measures necessary to detect, document, and counter such threats."

Do

- Use a combination of: lower and upper case letters, numbers, and, special characters
- Change it every 90 days
- Create a complex, strong password, and protect its secrecy

Don't

- Use personal information
- Dictionary words (including foreign languages)
- Write it down
- Share it with anyone

Hello, I'm calling from Technology for America – we're a non-profit organization, working to help ensure that the U.S. stays at the forefront of computer technology.

Today we're conducting a telephone survey about the usage of computer systems. Can I ask you a few questions about your computer system?

Social engineering is a collection of techniques intended to trick people into divulging private information. Includes calls emails, web sites, text messages, interviews, etc.
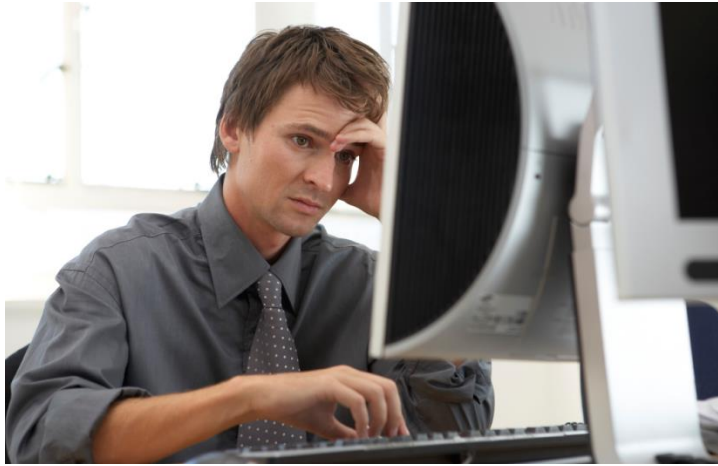
Do

- Document the situation—verify the caller identity, obtain as much information as possible, if Caller ID is available, write down the caller's telephone number, take detailed notes of the conversation.

Don't

- Participate in surveys

- Share personal information

- Give out computer systems or network information
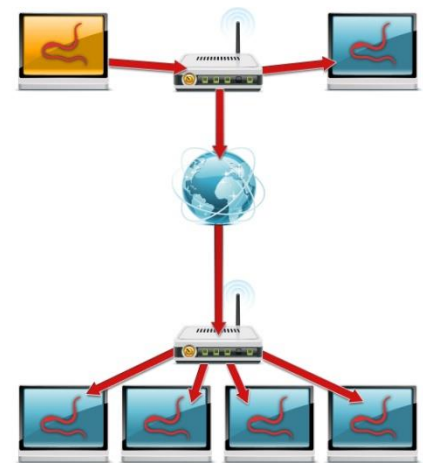
If your system acts unusual!

Report immediately to concerned IT person.

Trojan Horse   *Spyware*   *Worm*

- Be aware of what you post online!
- Monitor privacy settings
- Refrain from discussing any work-related matters on such sites.