Security Habits

Visual Warnings

If any warnings popup on your computer indicating either malware, virus or if you observe other strange behavior, immediately TURN YOUR COMPUTER OFF and CALL I.S.

Log off or sign out

Before you walk away from your computer, secure it by logging out before you leave.

Protect Your Passwords

Protect your passwords, do not leave them on or near your desk. Never let anyone use your login.

Email Security

NEVER CLICK LINKS! Before opening attachments, verify with sender. Do not use personal email for work.

Telephone Security

Never give out secure information over the phone. Confirm with I.S. if a vendor requests remote access to your computer.

Physical Security

Do not let unauthorized personnel enter the building without verifying.

I.S. Hotline Dial: 1111