Cyber Security Awareness

modernnetworks

Everyone is a target

Cyber-crime is a multi-billion pound ‘industry’ so the worst thing you can do is think “It won’t happen to me”. Attackers do not discriminate and will target anyone they possibly can.

If you implement the following points, you can make it much harder for attackers to steal your data.

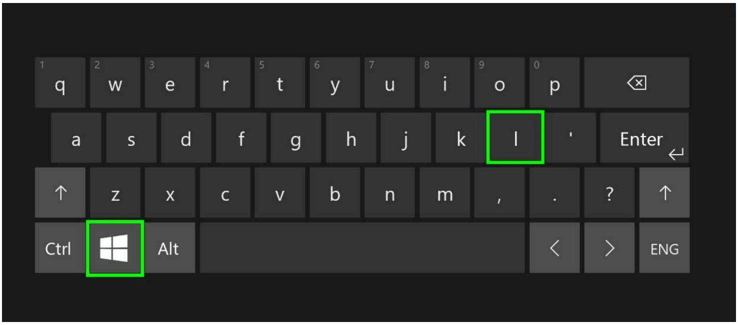
It is everyone’s responsibility to follow good security practices to ensure they are protected from attackers and criminals.

Don’t Leave Devices Unattended

If you have a laptop, tablet or mobile phone, you need to lock it away when you are not using it, especially if you are in a publicly accessible area. These mobile devices are easily stolen.

Always lock your screen when you leave your computer, even if it is to go and talk to someone else in the office.

You can quickly lock your screen using the following shortcut: Hold ⊞Win Key then press L.


1 q 2 w 3 e 4 r 5 t 6 y 7 u 8 i 9 o 0 p ⌫
a s d f g h j k l ' Enter ↵
↑ z x c v b n m , . ? ↑
Ctrl ⊞ Alt < > ENG

Practice Good Password Management

Avoid reusing passwords

If you use the same password for all of your accounts, once one account is compromised, they all are.

Don’t share your passwords

If you share your passwords, your data is immediately less secure.

Don’t write your passwords down

If you have a complex password, you might think writing it down is an easy way to keep track of it. However this is one of the most common ways passwords are stolen and subsequently the data on your computer.

Creating a strong password

A strong password is extremely important and below are some tips on how to create one.

Avoid the following: Birth dates, children's names, favorite sports team, pet names, favorite colour.

Include at least one of each of the following: An upper case character, a lower case character, a number and a symbol.

A little trick is to use the first letter of the words in a chorus of a song you like so you can sing it in your head, this will let you create a strong password and be able to remember it.

You can also substitute numbers for letters such as 3 for an E.

Suspicious Emails

Be very careful what links and attachments you click in emails. Attachments and links in emails can contain malware and are an easy way for attackers to trick people into downloading **malware** onto their computers.

Check for grammatical errors, spelling mistakes and sentences that just don’t 0make sense. Also that the email address is correct and from a trusted source.

One last thing to be wary of is if the email creates a sense of urgency which requires you to act now. This is an effective tactic attackers use to get you to do what they want.

Keep Up-to-Date

If you receive prompts on your computer to install updates, it is important that you contact the Modern Networks service desk to assist you to install any available updates for the software you use.

Software updates bring new features and fix problems but they also improve the security of your software.

Putting off installing updates is something that is easily done when you have work to do. However, it is important that you take the time to make sure the updates are installed.

Data Security

Avoid using USB sticks or external hard drives to transfer or backup your data.

Modern Networks provide a backup solution which backs up your data on a daily basis so files on your desktop and documents folders will be backed up.

You will also have access to both OneDrive and SharePoint. These are both cloud based document storage systems which you will have access to. You will need to sign into your Office 365 account to access these files. If your files are saved on either of these systems, you don’t need to worry about backing them up.

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