













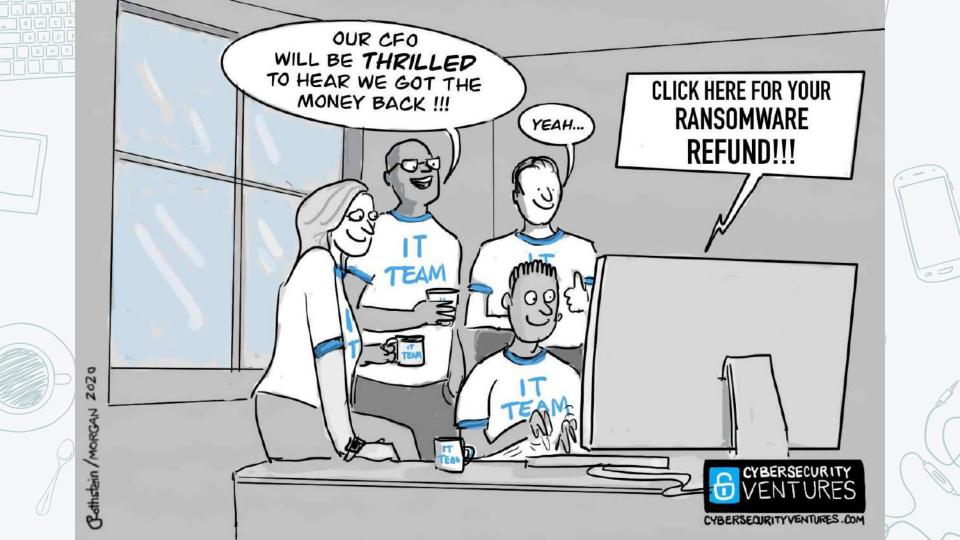
OUTLINE

TOPIC

- 1. Confidential Information
- 2. Choose a Password
- 3. Two-Factor Authentication
- 4. Malware, Viruses, and Spyware
- <u>5. Safely Install Software</u>



- 6. Email and Phishing
- 7. Browse Securely
- 8. Social Media
- 9. Protect Your Computer's Data





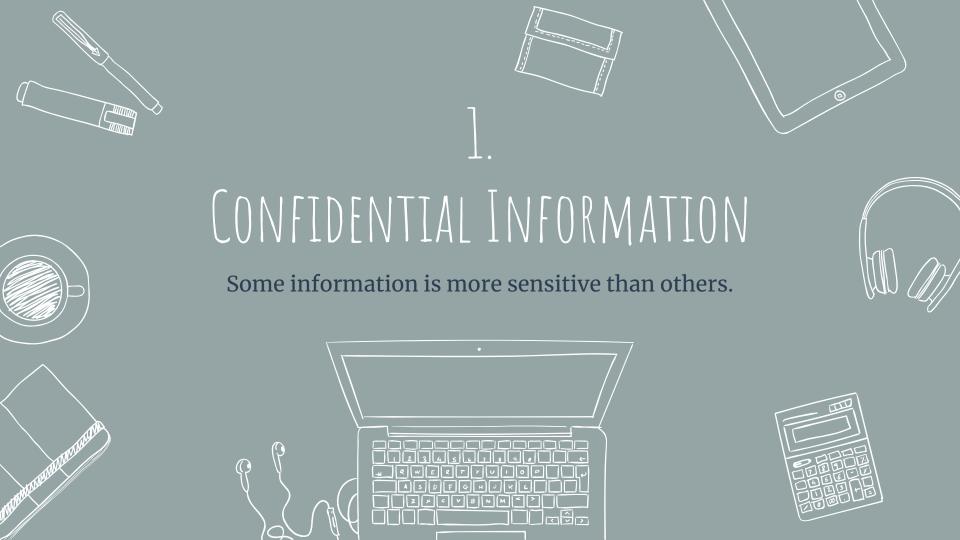


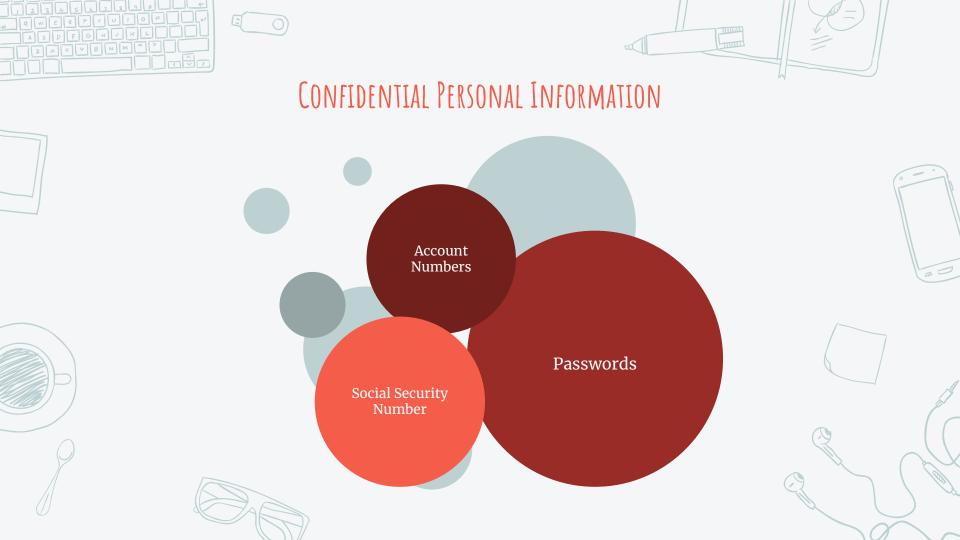
- 95% of cyber security breaches are due to human error.
- Human intelligence and behavior is the best defense against cyber attacks.

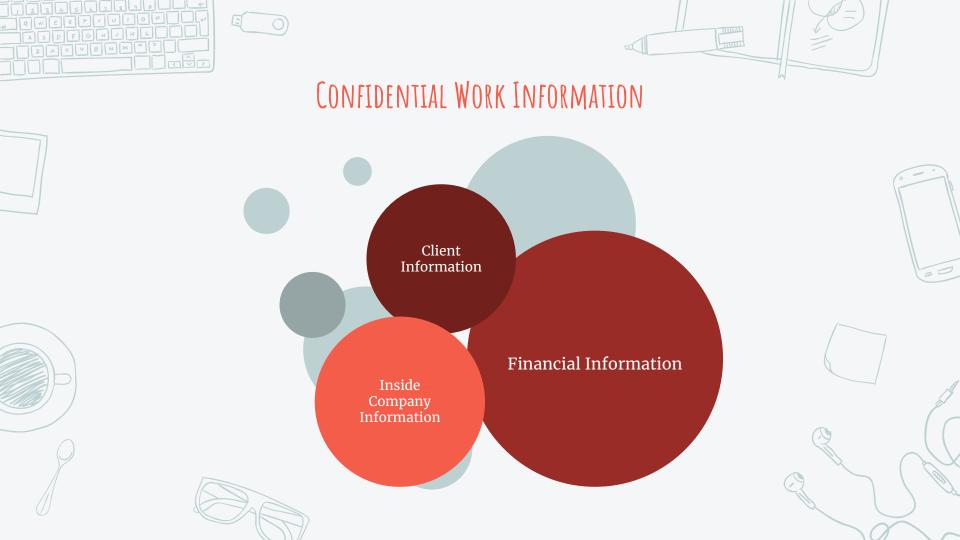


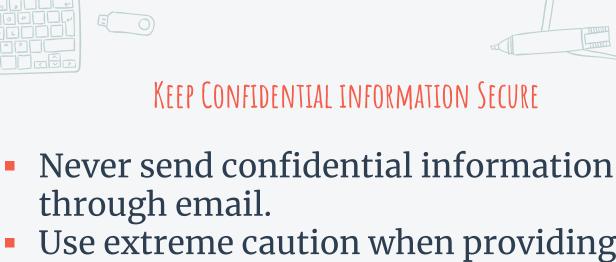






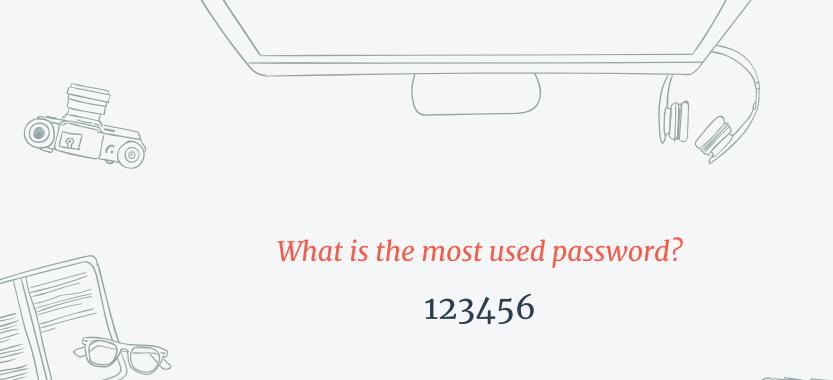






- Use extreme caution when providing confidential information to a website.
- Keep your confidential information in a secure location.













- Use at least 8 digits.
- Use a combination of both upper and lower-case letters.
- Include both a number and special symbol.
- Don't use the same password for all your accounts.
- Change your passwords every 3 to 6 months.



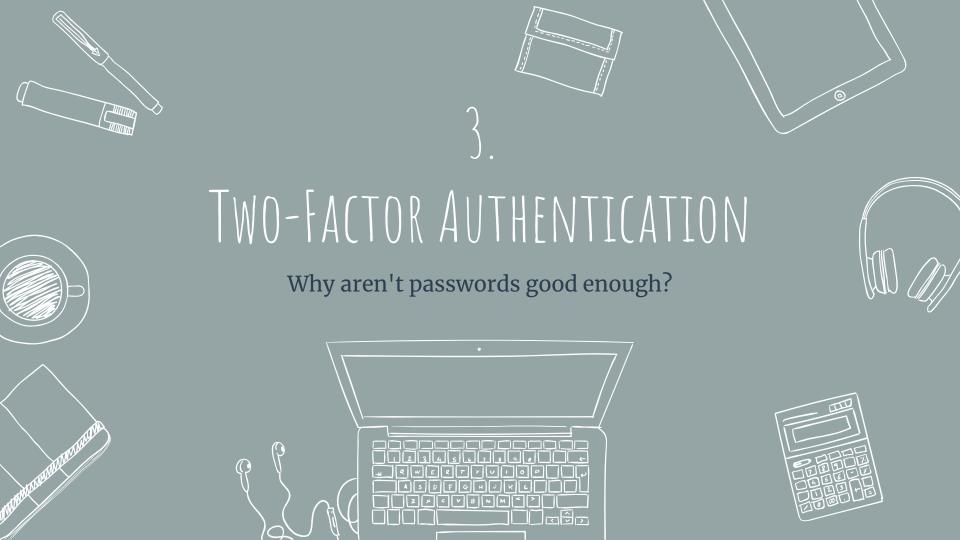


BAD	BETTER	BEST
accident	AcciDent	Acc!Den7
smellycat	sm3llycat	\$m3llyc@t
creditunion	CreditUnio n	Cr#ditUn1o n





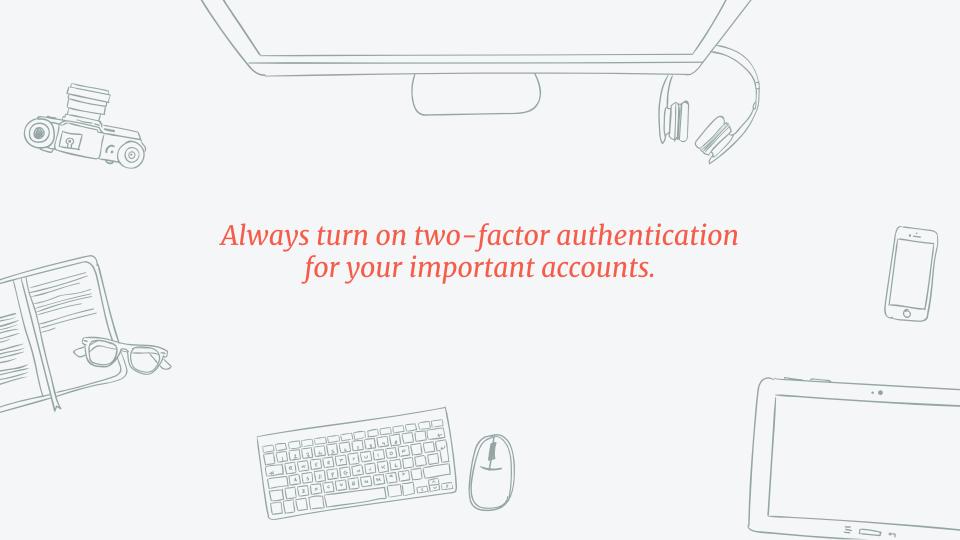


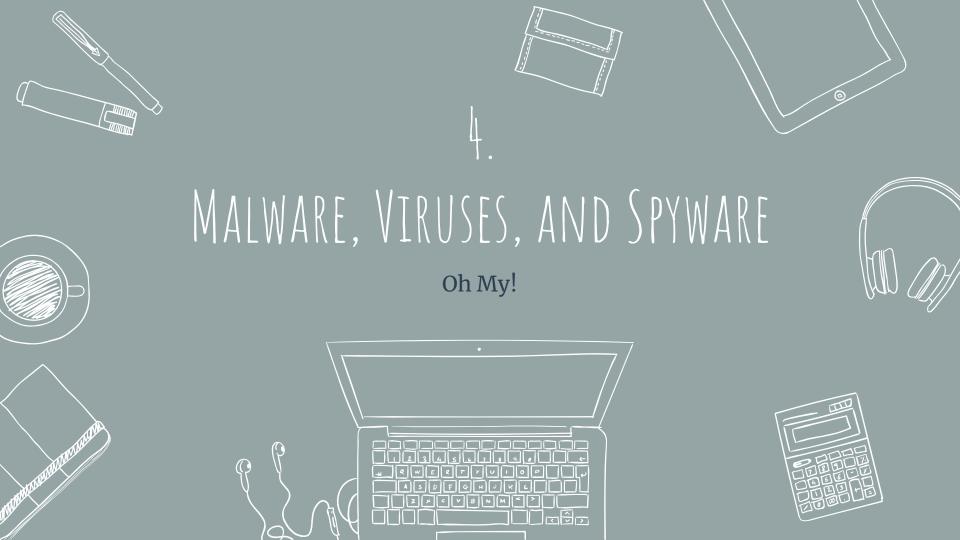




- 1. Something you know (password).
- 2. Something you have (mobile phone).
- 3. Something you are (fingerprint).

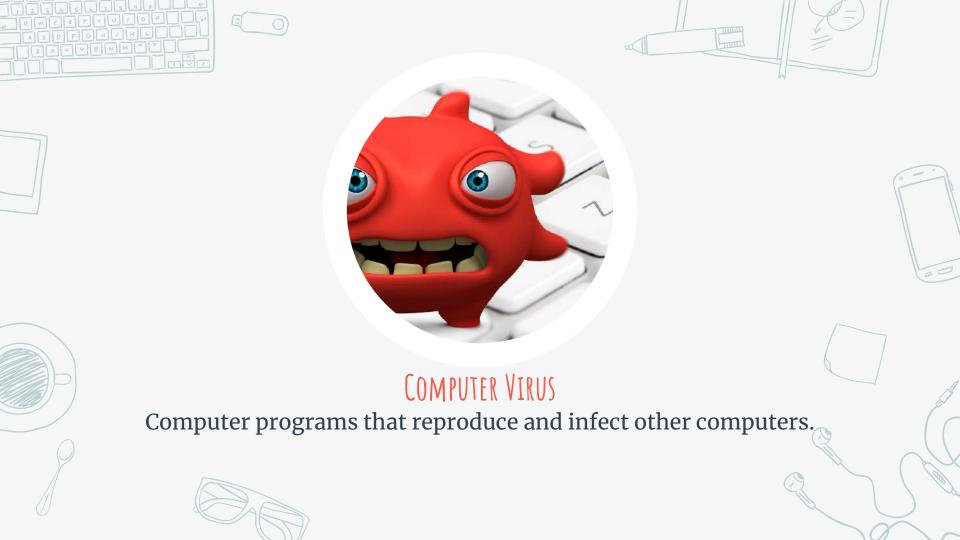
Two-factor authentication uses two of these options.

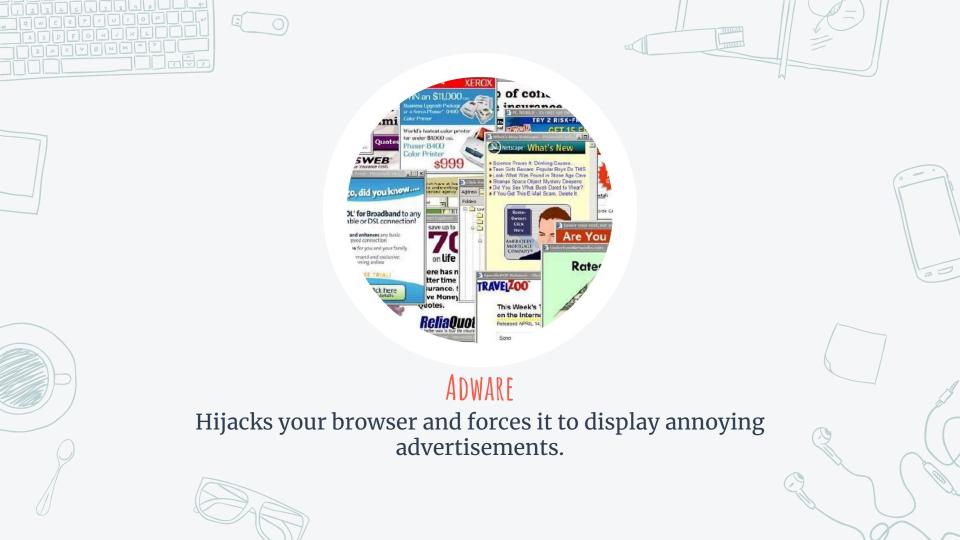


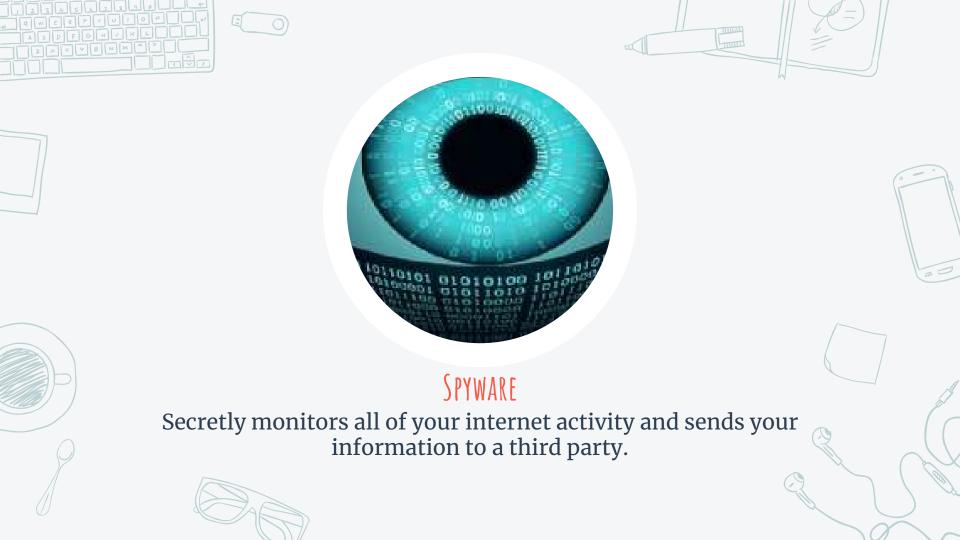


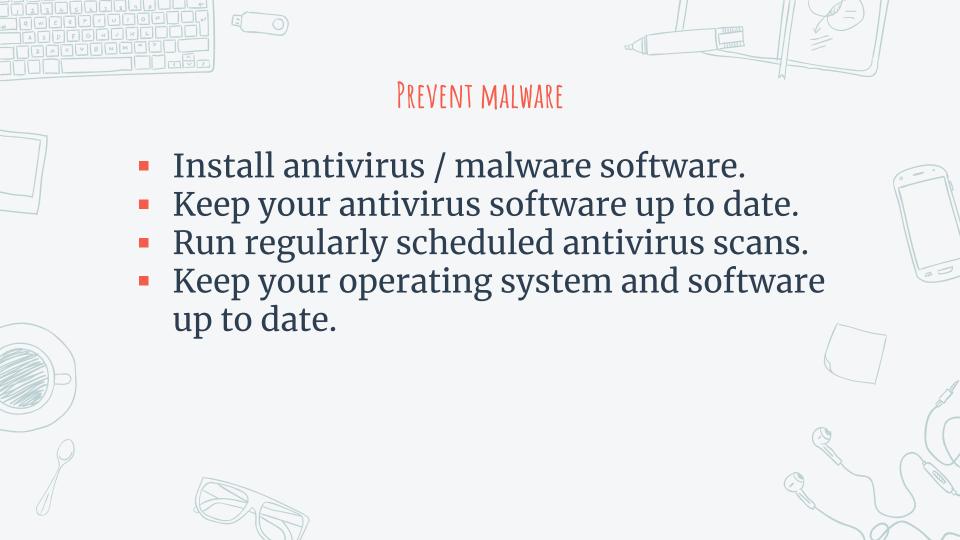










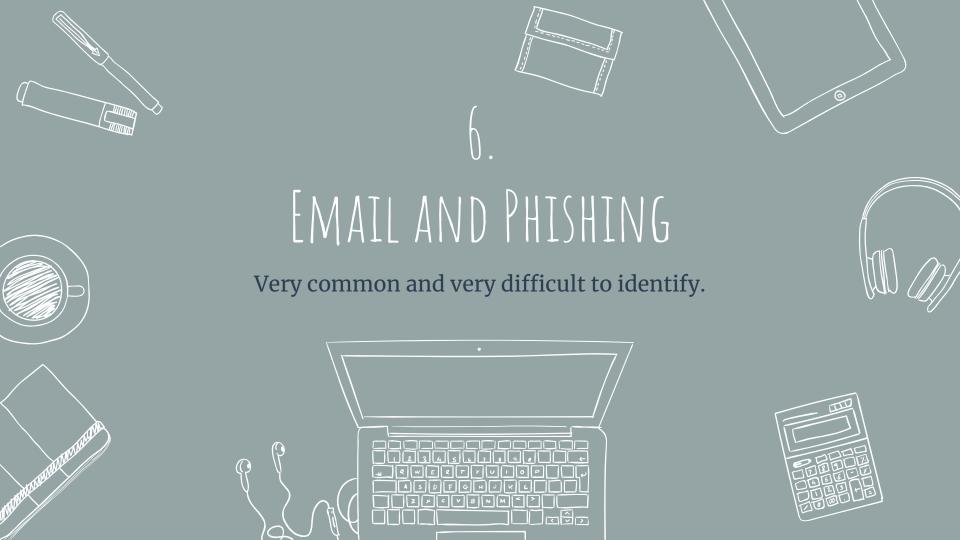






INSTALL SOFTWARE THE SAFE WAY

- Don't install personal software on company computers.
- Have up-to-date antivirus software.
- Make sure the software comes from a reliable source.
- Be careful when you install new software; decline any additional software you don't want.



















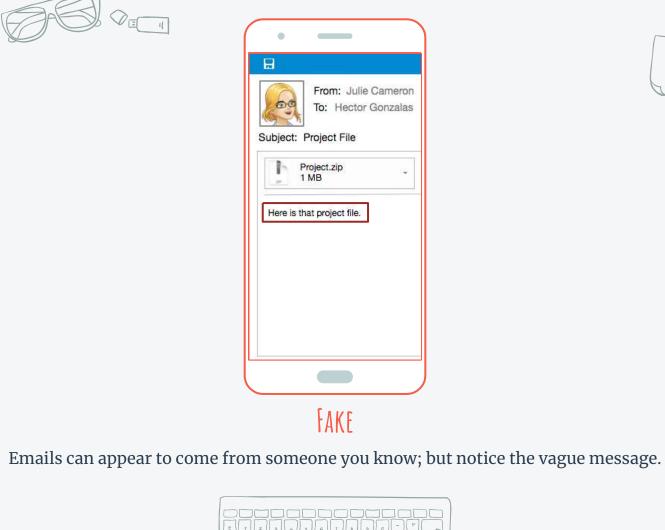
REAL OR FAKE?

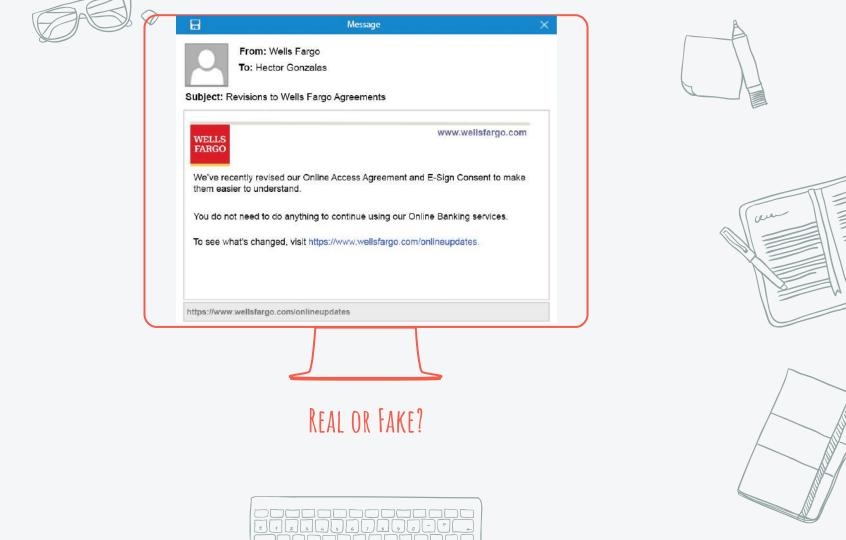


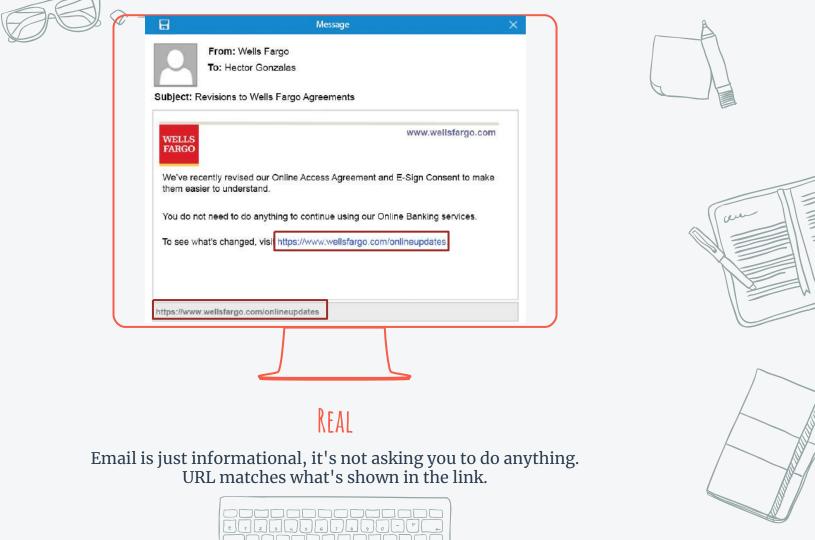




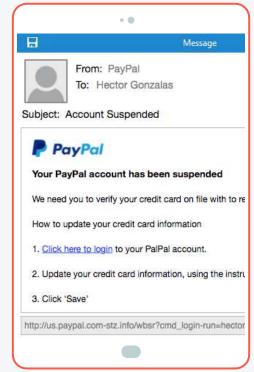












REAL OR FAKE?













FAKE

Link destination is not the official PayPal site. Emails will usually not solicit you to change your password or login.









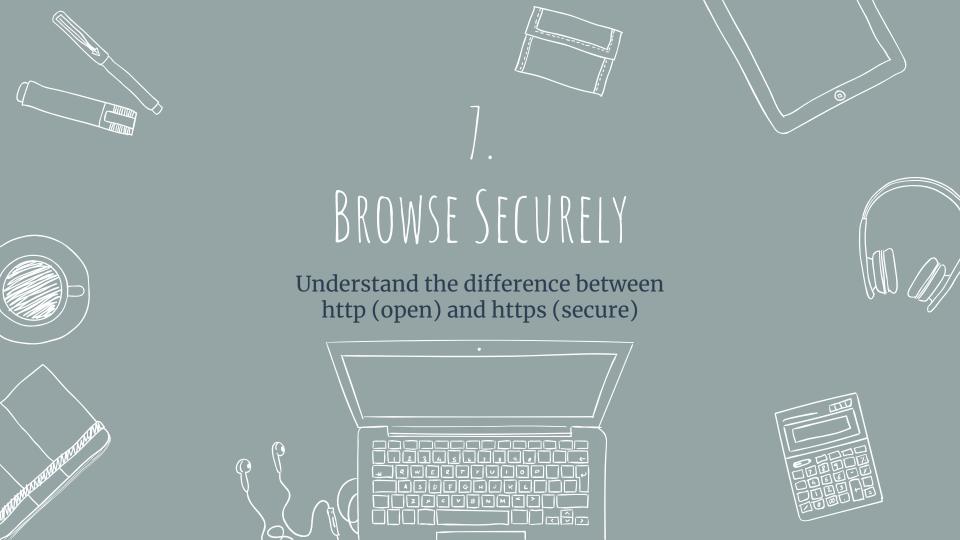


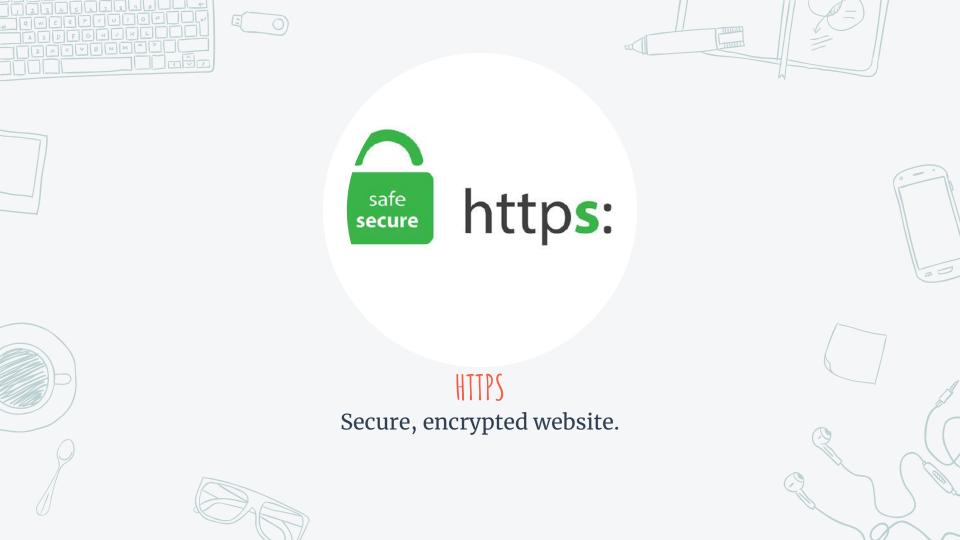


- never ask you to login.
- Never open attachments in unsolicited or suspicious emails.

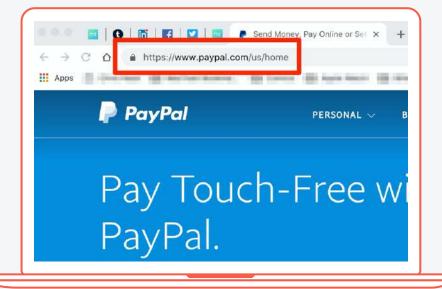














HTTPS and a lock icon appear in front of the site address in your browser.

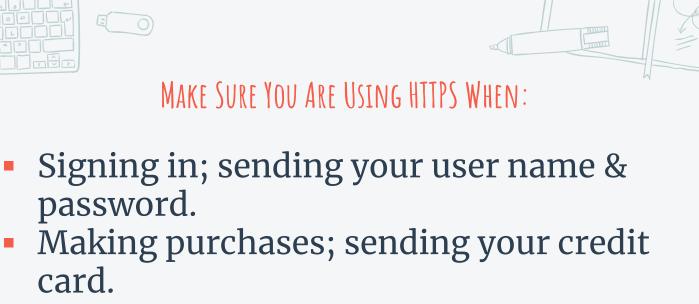












- Sending or working with confidential information.















SOCIAL MEDIA SAFETY TIPS

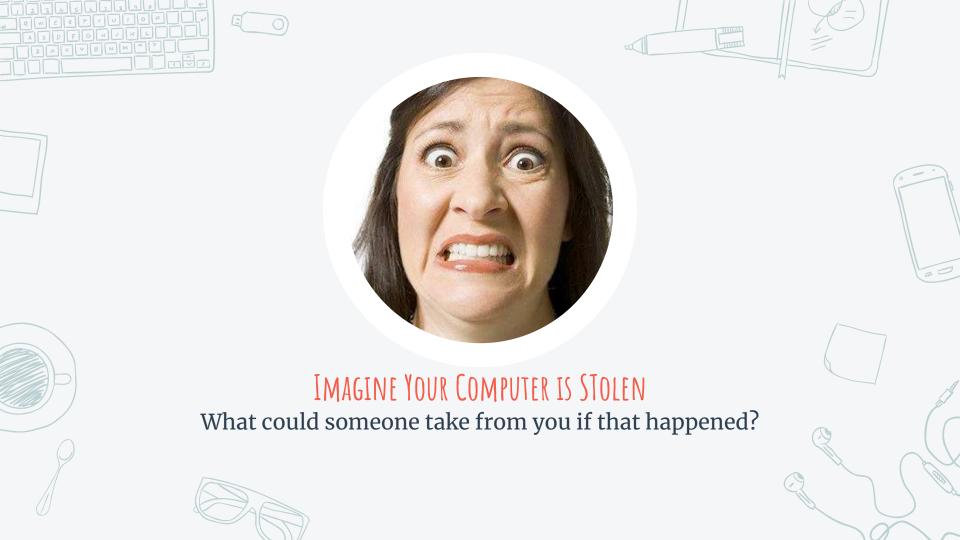
- Adjust your privacy settings.
- Know and manage your friends.
- Keep personal information personal.
- Be mindful of your online reputation.

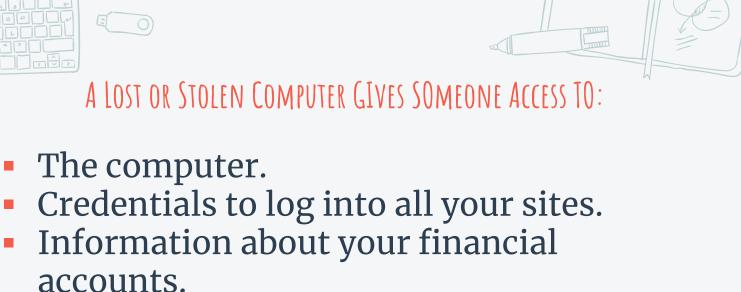




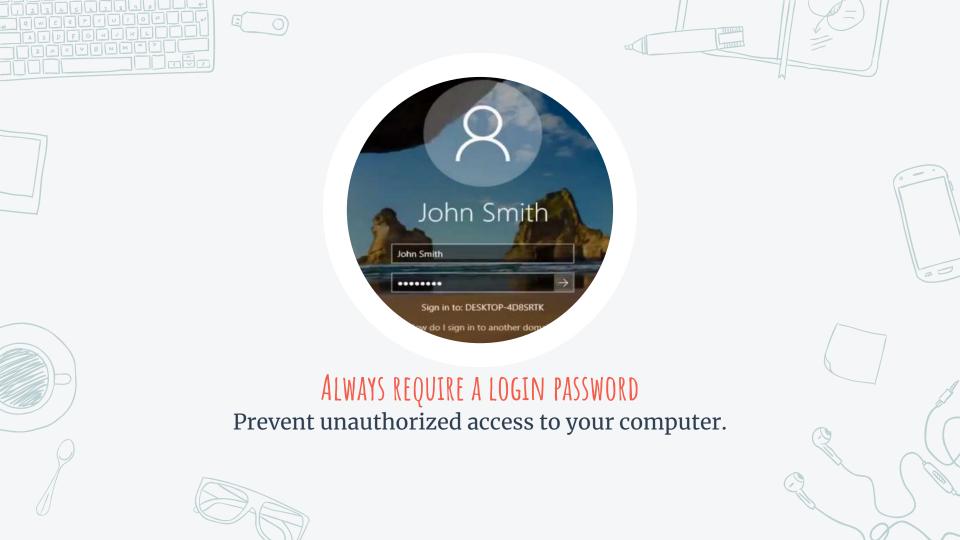




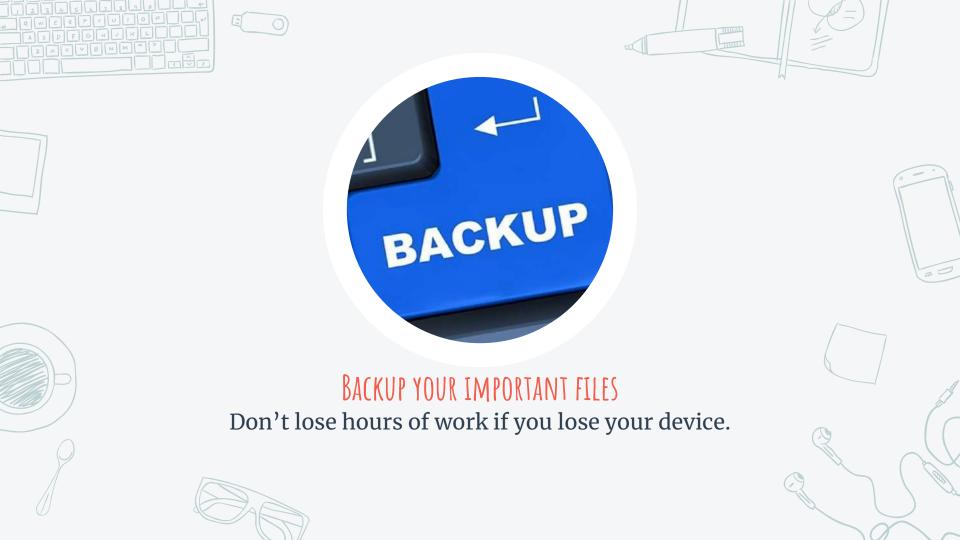




- accounts.
- Email and message history.
- Files and projects you've worked on.















- A. Customer List
- B. Company Website
- C. Business Process
- D. Employee Information









Which of these does NOT need to be treated as confidential information?

- A. Customer List
- B. Company Website
- C. Business Process
- D. Employee Information

A company's website is not confidential information.





















False: You should always use a different password for each account.







Which of the following is a common type of malware?

- A. Virus
- B. Adware
- C. Spyware
- D. All of the above





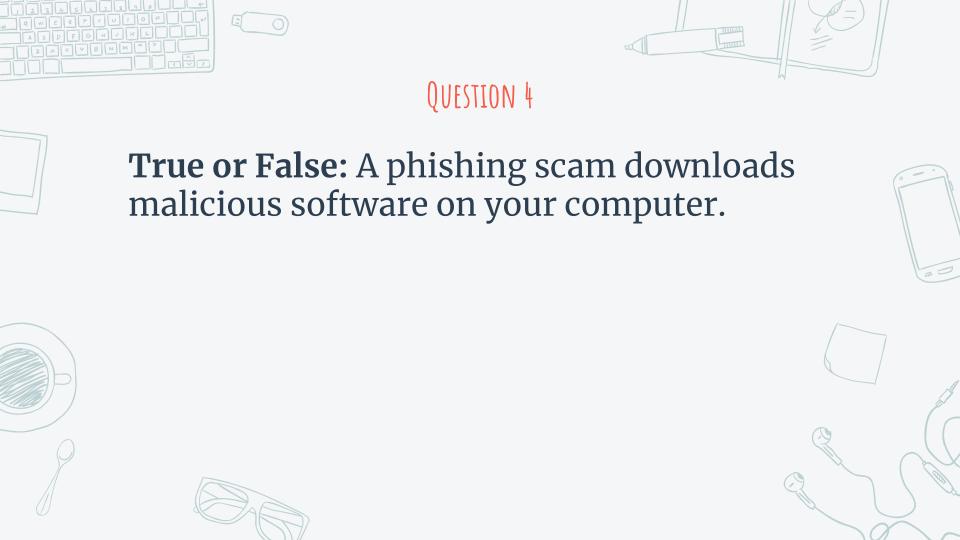


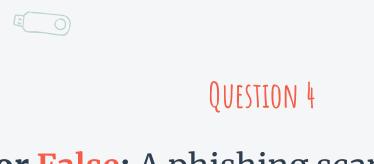


Which of the following is a common type of malware?

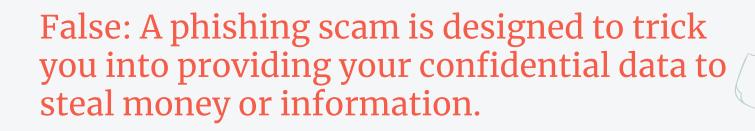
- A. Virus
- B. Adware
- C. Spyware
- D. All of the above

All of these are common types of malware.





True or False: A phishing scam downloads malicious software on your computer.









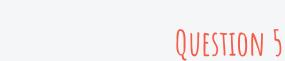


- A. Make sure your files are saved off-site
- B. Routinely verify backups
- C. Copy and paste all your files to the desktop
- D. Use automated backup software









Which of the following is NOT something you should do when backing up your data?

- A. Make sure your files are saved off-site
- B. Routinely verify backups
- C. Copy and paste all your files to the desktop
- D. Use automated backup software

Copying and pasting your files to the desktop is not a means of backup.