

TIPS FOR KEEPING YOUR DATA SAFE

KEEP YOUR DEVICES SECURE AND UP-TO-DATE



- Keep all of your devices up to date:
 - Setup automatic updating for applications
 - When prompted to update apps or your operating system, do so promptly
- Make sure you have up-to-date anti-virus and anti-malware software installed





KEEP YOUR PASSWORDS SAFE AND UPDATED

- Don't leave your passwords anywhere they can be seen by others
- Make sure you periodically change your passwords. This is especially true after a data breach



ALWAYS USE STRONG PASSWORDS

CHARACTERISTICS OF A STRONG PASSWORD

UPPERCASE LETTERS

lowercase letters

Numb3rs

\$pecial Ch@racter\$

At least 12 characters long Not based on personal information Unique for each account you have Not a recycled password

TIP

Consider using a password manager if you have trouble keeping track of passwords!



CONNECT SAFELY TO NETWORKS & APPLICATIONS

Virtual Private Networks (VPNs)

Whether you are connecting to the internet through a public shared network or a private network, using Virtual Private Networking or VPN is the best method to keep your data as secure as possible.





Multi Factor Authentication

MFA (or two step authentication) is available for many platforms you probably already use.

MFA is also a requirement to access secure UCR systems



To find out more information about MFA and VPN services provided by ITS, visit our Knowledge Base (KB) at **ithelp.ucr.edu** and search for either '**MFA**' or '**VPN**'

INFORMATION & RESOURCES

ITS Support and Knowledge Base: its.ucr.edu/support Cybersmart tips and best practices: its.ucr.edu/cybersmart Information for students: its.ucr.edu/students Training resources: its.ucr.edu/training Manage your account: myaccount.ucr.edu

