Brandeis Information Security Tips and Advice

When you’re in school, your computer and mobile device are primary tools in your educational and social life. Many of us use the Internet for homework, research, social networking, online purchases, and more. The Internet is an amazing tool, but must be used safely and securely.

Keep a Clean Machine.
- **Keep security software current:** Having the latest security software, web browser, and operating system are the best defenses against viruses, malware, and other online threats.
- **Automate software updates:** Many software programs will automatically connect and update to defend against known risks. Turn on automatic updates if that’s an available option.

Protect Your Personal Information.
- **Make passwords long and strong:** Combine capital and lowercase letters with numbers and symbols to create a more secure password.
- **Unique account, unique password:** Separate passwords for every account helps to thwart cybercriminals.
- **Own your online presence:** When available, set the privacy and security settings on websites to your comfort level for information sharing. It’s ok to limit who you share information with.
- **Keep your eye on your technology:** Never leave your laptop or other devices unattended, even for a few minutes.

Connect with Care.
- **When in doubt, throw it out:** Links in email, tweets, posts, and online advertising are often the way cybercriminals compromise your computer. If it looks suspicious, even if you know the source, it’s best to delete.
- **Get savvy about Wi-Fi hotspots:** Limit the type of business you conduct and adjust the security settings on your device to limit who can access your machine.
- **Protect your $$:** When banking and shopping, check to be sure the sites is security enabled. Look for web addresses with "https://" or "shttp://", which means the site takes extra measures to help secure your information. "Http://" is not secure.

Be Web Wise.
- **Think before you act:** Be wary of communications that implores you to act immediately, offers something that sounds too good to be true, or asks for personal information.
- **Back it up:** Protect your valuable work, music, photos, and other digital information by making an electronic copy and storing it safely.

Be a Good Online Citizen.
- **Safer for me more secure for all:** What you do online has the potential to affect everyone – at home, at work and around the world. Practicing good online habits benefits the global digital community.

Ways to get help.
- **Get help on the web:** Visit our website: [http://go.brandeis.edu/security](http://go.brandeis.edu/security)
- **Email security:** Ask questions and report suspicious activity security@brandeis.edu
- **News and alerts:** Find us on Twitter [https://twitter.com/BrandeisInfoSec](https://twitter.com/BrandeisInfoSec)
- **Call the help desk:** Questions about general computer use 781-736-4357