

Security is Everyone's Responsibility

Stay awake and alert to potential risks!



Keep "anti-virus" software up-to-date

Back-up your computer data on disks or CD's regularly

Use firewalls to protect your computer

Use hard-to-guess passwords

Don't share access to your computer with strangers

Disconnect from the Internet when not in use

Regularly download security updates and "patches" for operating systems and other software

Report all cyber security incidents to:

[INSERT INFORMATION SECURITY OFFICER OR AGENCY CONTACT - INCLUDE CONTACT INFORMATION]