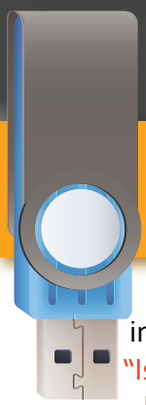
CYBER SECURITY AWARENESS MONTH



October is National Cyber Security Awareness Month. Keep an eye out each week for tips on how to stay safe from Cyber Crime!

PROTECT YOUR DATA

Before copying information, ask yourself "Is it really necessary that I transport this sensitive information?" If the answer is no, then don't.

Encrypt your files to reduce the risk of any unauthorized individual from viewing your sensitive data.

Make sure all your important information is backed up. Portable devices **SHOULD NOT** be the only place where information is stored.

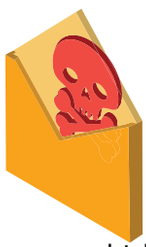
Secure your portable devices! When you're not using them, be sure to store them out of sight and if possible, in a locked drawer or file cabinet.

IF YOU BELIEVE YOU HAVE BEEN THE VICTIM OF AN INTERNET CRIME, YOU CAN FILE A COMPLAINT WITH THE FBI'S INTERNET CRIME COMPLAINT CENTER (IC3) AT WWW.IC3.GOV

FACULTY & STAFF...

As Faculty/Staff, we have to be responsible for practicing cyber security to protect not only our information but the information of the entire college community. Here are some helpful tips on how to stay safe while on and off campus!

MALICIOUS EMAILS



Malicious emails can look like they come from reputable sources but still lure you into a dangerous trap. Follow these tips to stay safe...

BE WARY OF URGENCY

Spam or phishing emails often will encourage you to "act quickly" in order to obtain your personal information. **NEVER** reveal personal or financial email in an email.

VERIFY THE SENDER

If you're unsure if the email request is legitamate, contact the company or person directly or search for the sender online **but not with the information provided in the email**. If the message is from a person or department from Hostos, use the Hostos directory to contact the person and verify the message.

REPORT SPAM MESSAGES

Reporting known spam messages will help to prevent the emails from being delivered into your inbox. Spam messages in your Hostos email can also be forwarded to ReportSpam@hostos.cuny.edu

PASSWORDS

Practicing good password management is the key to increasing your protection against cyber threats.

The longer, the better. Your passwords should be at least 8 letters but the more characters you use, the stronger it will be. Try for a phrase that's easy for you to remember but hard for others to guess. **And remember, keep it to yourself!**

Mix it up! Use a combo of **UPPER** and **lowercase** letters, **symbols (&*@^)** and **numbers (1234)** in your passwords. The greater the variety, the better!

Different accounts, different passwords. Make sure you have different passwords for all of your accounts. If remembering is hard for you, download a secure app to help store and manage your passwords like **LastPass***, **available on the App Store and Google Play**.

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Resources:
StaySafeOnline.org - "Safety Tips for Mobile Devices"
Security.cuny.edu - "Protect Data On Portable Devices" Bookmark
Freepik.com vectors by Created by Luis_molinero, vectorpocket
*Product names are examples and not an endorsement by Hostos.