

Lock Your Computer Screen Before Leaving Your Desk

Locking your computer's screen is an easy and effective step to take to protect the information on your computer system while it's unattended.

Create Strong Passwords

It is important to use one that is hard to guess, is not a name or common word found in any language dictionary. Protect it by not sharing it with anyone or writing it down.

Use E-mail with Caution

NEVER OPEN ATTACHMENTS! It is possible for an e-mail attachment to contain something malicious that can cause serious problems.

NEVER CLICK ON LINKS IN E-MAIL! Type (or cut-and-paste) the URL into your web browser instead. Web links in e-mail are often disguised and may lead to a malicious web site.

Use Virus Protection

Computers are infected with a virus more often than most people. Make sure antivirus software is installed and active on your computer.

Recognizing and Avoiding Spyware

Spyware is a general term used for software that performs certain behaviors such as advertising, collecting personal information, or changing the configuration of your computer, generally without appropriately obtaining your consent.

Keep Software Current

Make sure that security updates and patches for your operating system and any installed application programs are installed regularly.

Use a Firewall

Computers are often being scanned and probed by outsiders. Firewalls can provide supplemental protection against this.

Properly Dispose Old Equipment

When you wish to dispose of a machine, you should completely wipe/shred data from your hard drive so it cannot be recovered.

Virtual Private Networks (VPN)

Use the UCSB VPN service to encrypt communication on un-trusted networks, including the UCSB wireless network.

Peer-to-Peer (P2P) File Sharing

Viruses can spread via P2P, often without user intervention. P2P file sharing of copyrighted works without the copyright holders permission is against the law.

Surf With Caution

Web sites have become great resources for many things, but they can be dangerous as well.

Backup Your Important Data

Systems typically need to be rebuilt if it gets compromised or is infected with a virus.

Learn more about each of
these topics at
www.oit.ucsb.edu/security/guide



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Computer Security Guide

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