DATA PROTECTION REMINDERS 10/4/2022

Educational agencies are experiencing more frequent cyberattacks. These attacks involve stealing data, holding information systems hostage, and causing disruptions in service.

Follow these simple tips to help enhance your district's and your personal security posture.

<u>HUMAN BEHAVIOR IS AT THE ROOT OF 95% OF ALL CYBER SECURITY INCIDENTS.</u>
1. Exercise caution before clicking on a link in an e-mail or opening an attachment.
2. Lock workstations when leaving them unattended.
3. Establish strong passwords. Do not write down passwords and leave in an easily accessible location.
4. Use appropriate tools when handling data. Never send sensitive information through unencrypted email
5. Do not establish accounts for students to access online resources without consulting with administration.

<u>Phishing e-mails are one of the most common, and effective, methods cyber attackers will use to gain access to secure information.</u>
1. Exercise CAUTION before SENDING SENSITIVE INFORMATION through email.
2. Exercise CAUTION before CLICKING ON A LINK in an e-mail or OPENING AN ATTACHMENT.
3. REPORT SUSPICIOUS EMAILS to your IT Department.
4. If you fall victim, REPORT INCIDENTS to your IT Department immediately

[Link to Data Protection Reminders Poster](#)