

Computer Security Information

Do's

- Keep your anti-virus program up-to date
- Always use a firewall
- Use a safe Internet Browser
- Keep your operating system up-to-date
- Use a good surge protector or battery backup
- Always backup your data
- Keep your original software and license information in a secure location
- Use parental control software or content adviser if appropriate
- Create computer accounts for children which do not have administrative rights
- Use spam filters or junk email settings
- Be careful what you subscribe to
- Always check the safe setting button when using web based email software

Don'ts

- Do not browse the Internet with an administrative account
- Do not copy or share data or programs
- Never download software unless you are absolutely sure it is safe to do so
- Do not list your email address on the Internet
- Do not reply to spam messages
- Do not click on links contained within an email
- Do not open email attachments unless you are absolutely sure they are safe