



Small Business Technology Webinar Series

***“On-Line Security Tips – How to combat
viruses, spyware and adware”***

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www.wvconnectivity.net



Webinar Session #2

***“On-Line Security Tips – How to combat
viruses, spyware and adware”***

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Embrace Technology Securely





Embrace Technology Securely



It's not difficult to keep the bad guys out



Embrace Technology Securely



Cyber-security can be accomplished with many low-cost and/or no-cost options

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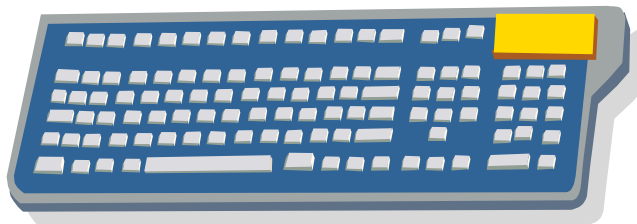
Simple Steps to Ensure Security



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Passwords



Use passwords that have at least eight characters and include a combination of letters, numbers, and symbols

Instead of password, use Pa\$\$w0rd

Avoid common using words or phrases

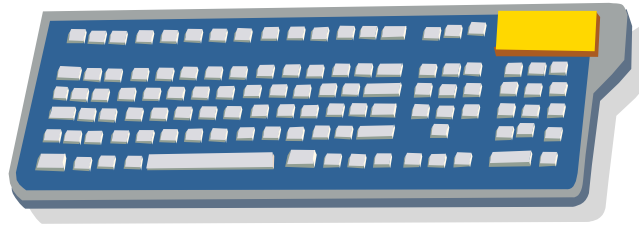
Hacking tools can break these in seconds

Do not use personal information, your login name, or adjacent keys on the keyboard

Social engineering can hurt us too



Passwords



Change your password regularly (at minimum, every 90 days)

Use a different password for each online account you access

If a hacker gets one password, then he'll have access to all of your accounts

Do not write your passwords down or share them with anyone



Use Antivirus Software



Viruses can destroy data, slow computer performance, cause a crash, or even allow spammers to send email via your account

Install antivirus software on every machine

Keep signature definitions current by updating regularly

**Don't connect to the Internet without
first installing antivirus software**

Educate users how to repair infected files



Use Antivirus Software



Free Resources:

AntiVir - <http://www.free-av.com>

AVG Anti-Virus - <http://free.grisoft.com>

Other Resources:

Norton Antivirus – <http://www.symantec.com>

McAfee Antivirus – <http://www.mcafee.com>



Email Attachments



Don't open mail from unknown sources

Don't use the preview function

Don't open attachments from unknown or suspect sources

Don't open mail that antivirus has tagged as malicious



Email “Phishing”

Don’t open or respond to email if it:

Tells you that you won a contest

Tells you that you have money to claim

Notifies you of a billing or account error





Use Antispyware Software

Be cautious of attractive websites

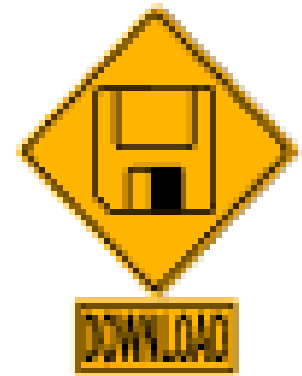
Downloading “free” software

**Spyware can steal your personal information,
slow computer performance, or cause a crash**

**Install antispyware software on every machine
Keep signature definitions current by updating
regularly**

**Don't connect to the Internet without first
installing antispyware software**

Educate users how to repair infected files





Use Antispyware Software



Free Resources:

- Microsoft Windows Defender – <http://www.microsoft.com>
- Spybot Search & Destroy – <http://www.safer-networking.org>
- AdAware SE – <http://www.lavasoft.de>

Other Resources:

- Norton Antispyware – <http://www.symantec.com>
- McAfee Antispyware – <http://www.mcafee.com>



Remove Unused/Unneeded Software



Potentially dangerous vulnerabilities

Establish and enforce a software installation policy

Wipe systems prior to disposal

File sharing, instant messengers, games, “free” software



Remove Unused User Accounts



Termination of an employee should also mean termination of their computer accounts



Create Backups

When to create backups

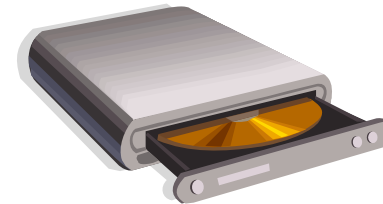
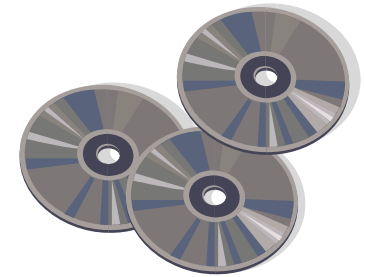
How to create backups

Scheduling backups

Storage of backups

Retention of backups

Testing of backups



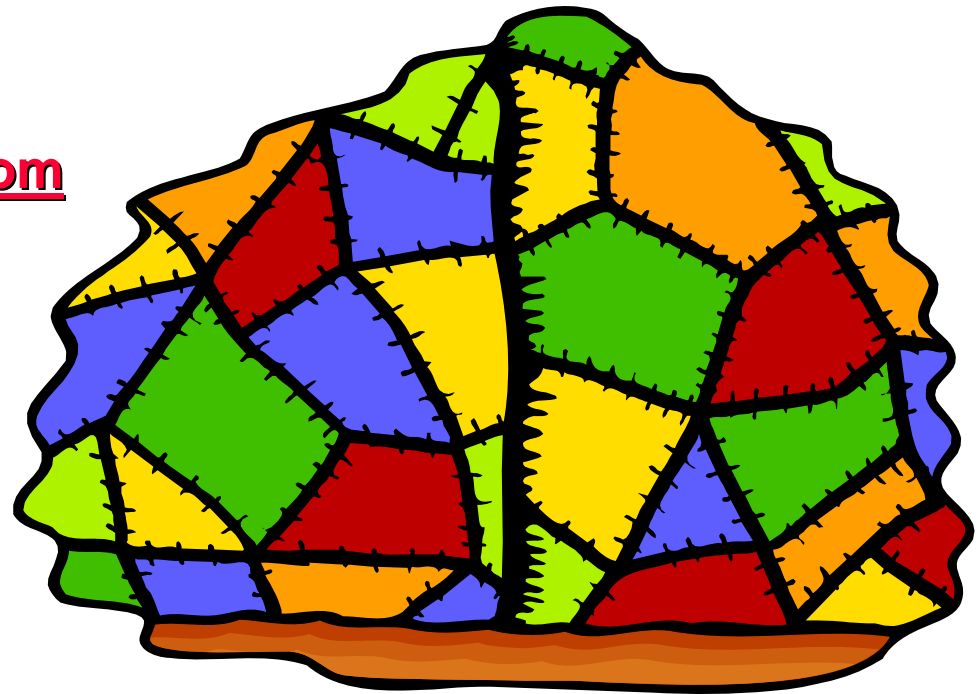


Software Patches

Microsoft Products

<http://update.microsoft.com>

Enable auto-updates

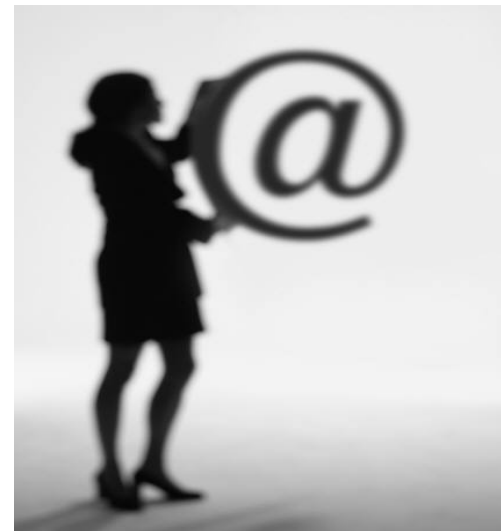




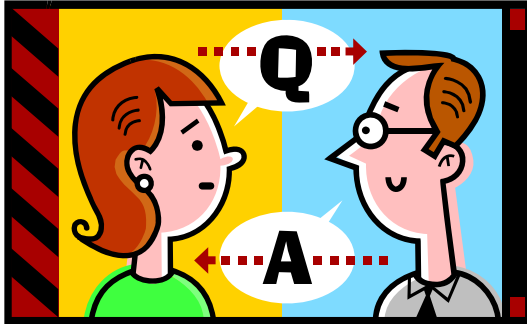
Embrace Technology Securely

Expand your business

**No-cost / low-cost security
options available**



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