CYBER SECURITY

AT WORK AND HOME

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Presented by
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June 16, 2021

TODAY'S AGENDA

- Environment
- Passwords
- Safe Browsing
- Shopping Online
- Social Media
- Emails
- Reduce Risk
- Know the Rules
- What to do when Compromised

WHAT IS CYBER SECURITY?

"Cyber security refers to the body of technologies, processes, and practices designed to protect networks, devices, programs, and data from attack, damage, or unauthorized access. Cyber security may also be referred to as information technology security."

Link in resources and additional information

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IS YOUR ENVIRONMENT SAFE?

The sad truth is, no one is 100% safe from hackers. However, you can maximize your security to reduce risk

Wi-Fi

- Is my internet connection secure?
  - At home: the best way to ascertain is to simply ask yourself if your Wi-Fi has a password to connect – and if that password is HIPAA Compliant

No Sharing

- At home: Are you sharing internet? Perhaps with a neighbor? Or relative? If so, STOP and change your wi-fi password immediately

Encrypt

- Are my devices encrypted? Password protected? If not, password protect them straightway

Sync

- Synchronization risks across non-crypted devices

VPN

- At work or home: Am I connecting via VPN?

Educate yourself to stay safe

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IS YOUR ENVIRONMENT SAFE?

Look around you

- Is my PC in view of others? (By a window? In a public environment? At a library, reception area, café?)
- At work: does my workspace have controlled entry (locked)?
- What do I need to know about the policies?

Don’t bury your head in the sand!!

Strategies to manage

PASSWORDS

Effectively at work and home

1. HIPAA Compliant

   Even at home, consider changing your Wi-Fi to a HIPAA Compliant password, or at least a complex, unique one

2. Create a schedule to change your passwords
3. Don't share passwords with anyone
4. Don't reuse passwords across different accounts
5. At work: know your password policy

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For help with HIPAA Password Requirements Click here

Keep it simple…. But not TOO SIMPLE.

PASSWORDS

Never use passwords like….

1. Personal info

   Your name, social security number, birthdays, anniversary

2. 12345
3. Any Password Without a Number or Symbol
4. Password
5. Your old password

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For help with HIPAA Password Requirements Click here

TIPS FOR SAFE BROWSING

Bookmark your most important and frequently used sites

Stay off non-secure sites (use https: only)

Keep web browser up to date

Avoid clicking ANY ads and offers

Antivirus software

Avoid clicking direct email links

Use caution when downloading software, extensions, files (even images!)

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TIPS FOR SAFE BROWSING

Make sure you see https.

(Some browsers strip it and replace it with a lock icon.)

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TIPS FOR SAFE BROWSING

Keep yourself and children safe from predators too

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Don't communicate with people you don't know

Frequently check who they're talking with

Use technology to get alerts

There are services you can purchase to assist

Monitor your children

Frequently peruse their online activities

Ask questions

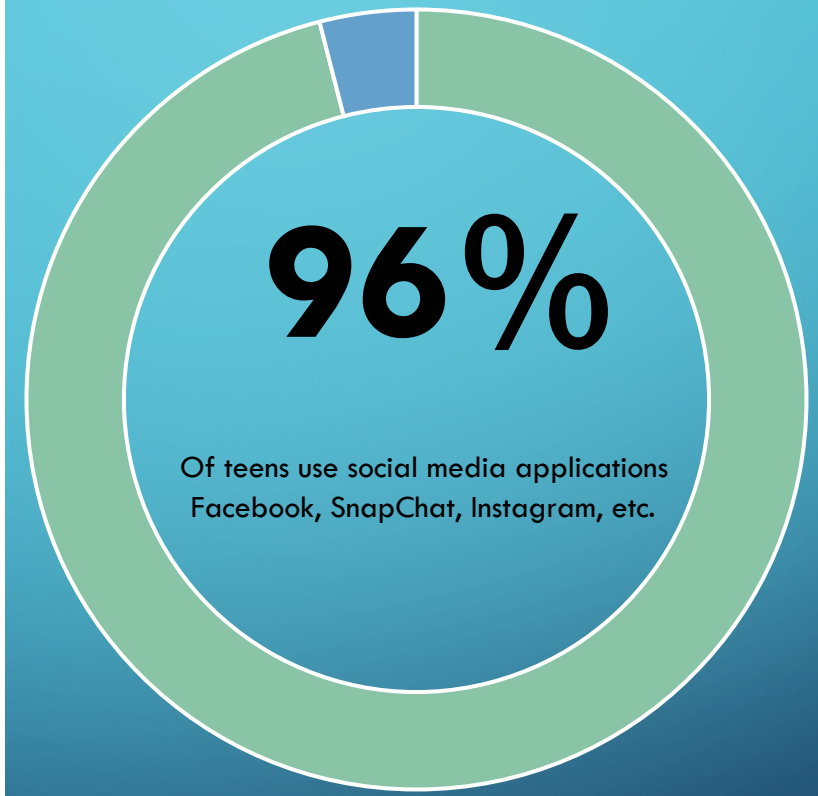
Open Communication is essential

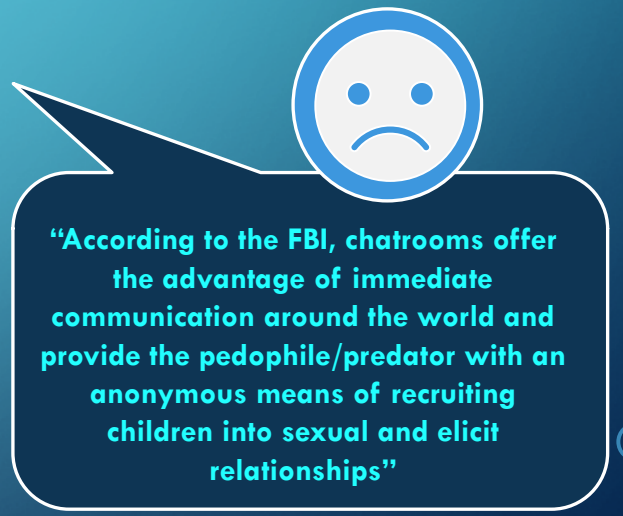
TIPS FOR SAFE BROWSING

Only 1/3 of households with Internet access are protecting their children with filtering/blocking

69% of teens receive communications from strangers and don't tell their parents or caregivers

95% of parents don't know common chat room acronyms teens use when a parent is watching; such as POS (parent over shoulder) P911 (parent alert) and A/S/L (age, sex location.





Watch your children

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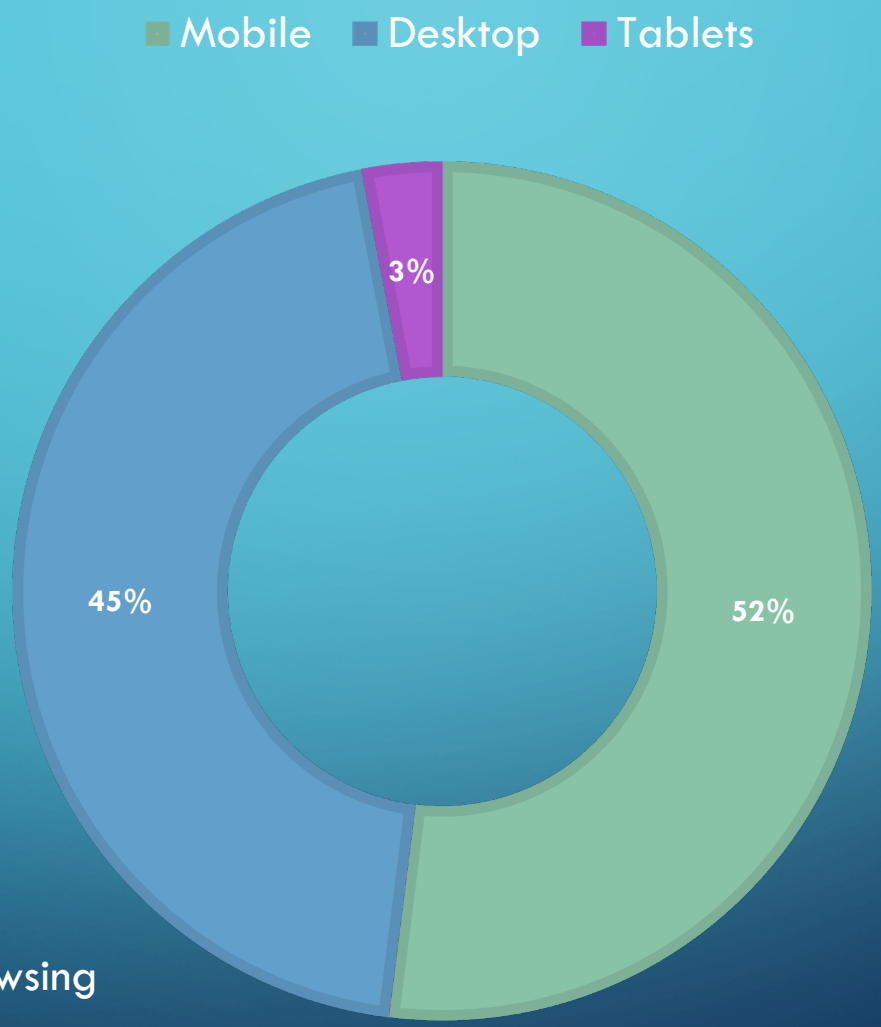
TIPS FOR SAFE BROWSING



Be mindful of your device.
More than half of internet browsing takes place on mobile devices.

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SHOPPING ONLINE

Use secure websites (https: sites only)

Block pop-ups when possible

If a pop-up appears, don't click it

Avoid shopping in public

Check statements regularly

Don't call or text any telephone numbers from unknown sources

Don't overshare

Create strong passwords

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SHOPPING ONLINE

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Use familiar Websites	Look at the URL
Never open emails or follow links	Make sure you know the sender, even apparent retailers
Saving credit card info	Only on safe sites
Change Passwords regularly	Set up a strategy to change passwords, even on your retailers' sites

EMAILS

- Most bad actors send an email and emulate a familiar name
- If you don't know the sender, DON'T OPEN IT!!
- Always check the actual domain of the sender
- Never provide information
- Remember, your contacts most likely will not ask you to buy gifts or your phone number by way of email
- Retailers often send you coupons and other offers – BE LEERY!! This is a great tactic from bad actors to compromise you

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EMAILS

A few examples of what hackers may do by way of email

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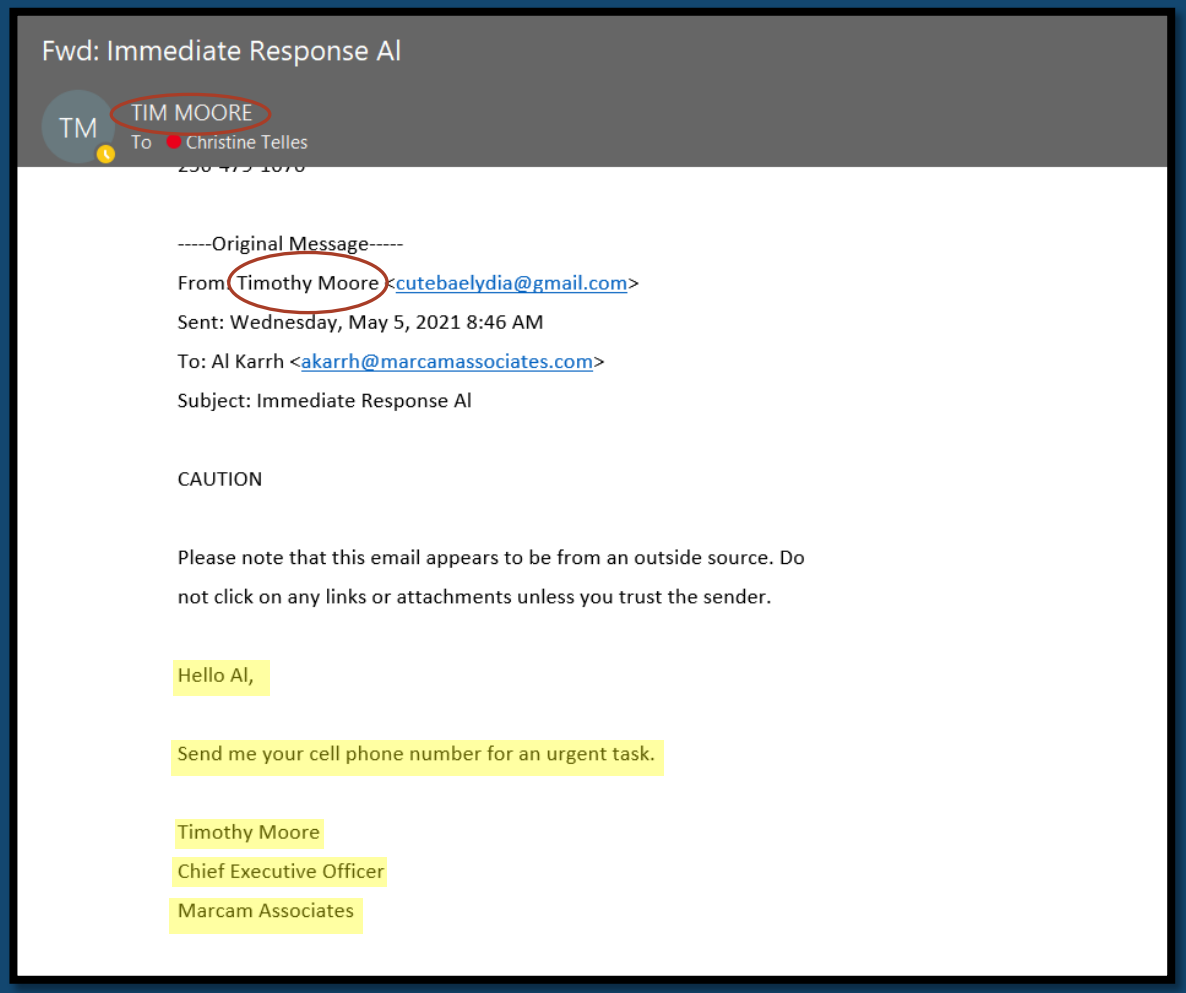
EMAIL'S: PHISHING EXAMPLE



Fwd: Immediate Response Al

TM TIM MOORE
To Christine Telles

-----Original Message-----
From: Timothy Moore <cutebaelydia@gmail.com>
Sent: Wednesday, May 5, 2021 8:46 AM
To: Al Karrh <akarrh@marcamassociates.com>
Subject: Immediate Response Al

CAUTION

Please note that this email appears to be from an outside source. Do not click on any links or attachments unless you trust the sender.

Hello Al,

Send me your cell phone number for an urgent task.

Timothy Moore
Chief Executive Officer
Marcam Associates

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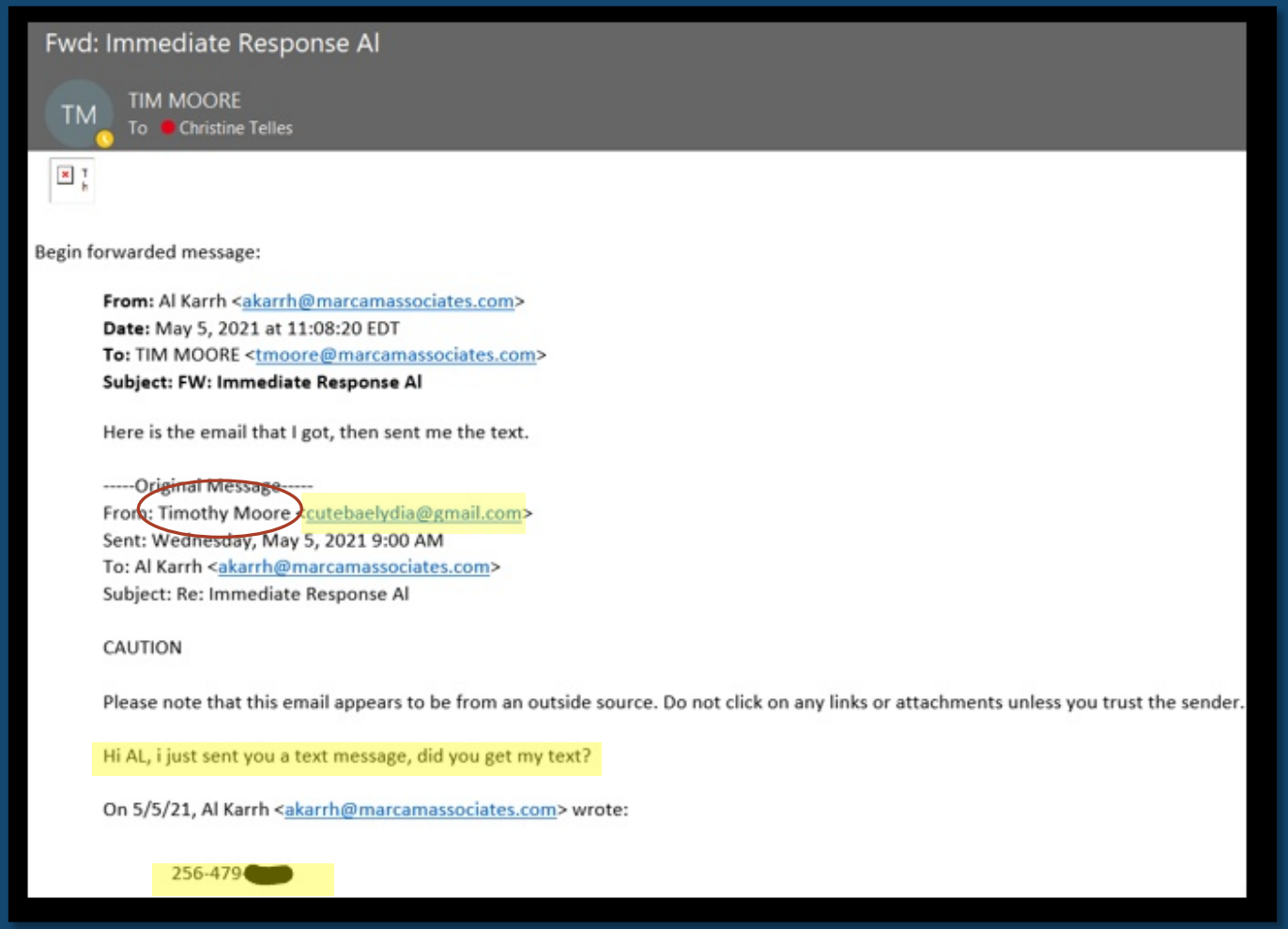
EMAIL'S: PHISHING EXAMPLE



Fwd: Immediate Response Al

TM TIM MOORE
To Christine Telles

Begin forwarded message:

From: Al Karrh <akarrh@marcamassociates.com>
Date: May 5, 2021 at 11:08:20 EDT
To: TIM MOORE <tmoore@marcamassociates.com>
Subject: FW: Immediate Response Al

Here is the email that I got, then sent me the text.

-----Original Message-----
From: Timothy Moore <cutebaelydia@gmail.com>
Sent: Wednesday, May 5, 2021 9:00 AM
To: Al Karrh <akarrh@marcamassociates.com>
Subject: Re: Immediate Response Al

CAUTION

Please note that this email appears to be from an outside source. Do not click on any links or attachments unless you trust the sender.

Hi AL, i just sent you a text message, did you get my text?

On 5/5/21, Al Karrh <akarrh@marcamassociates.com> wrote:

256-479[redacted]

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REDUCE PERSONAL RISK

There are a few steps you can take straightaway to reduce risk

- Install Firewall (software or hardware)
- VPN (Virtual Private Network)
- Install Honey Pots (create dummy PC's to attract attackers)
- Password change (unique, HIPAA compliant)
- Antivirus software

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SOCIAL MEDIA

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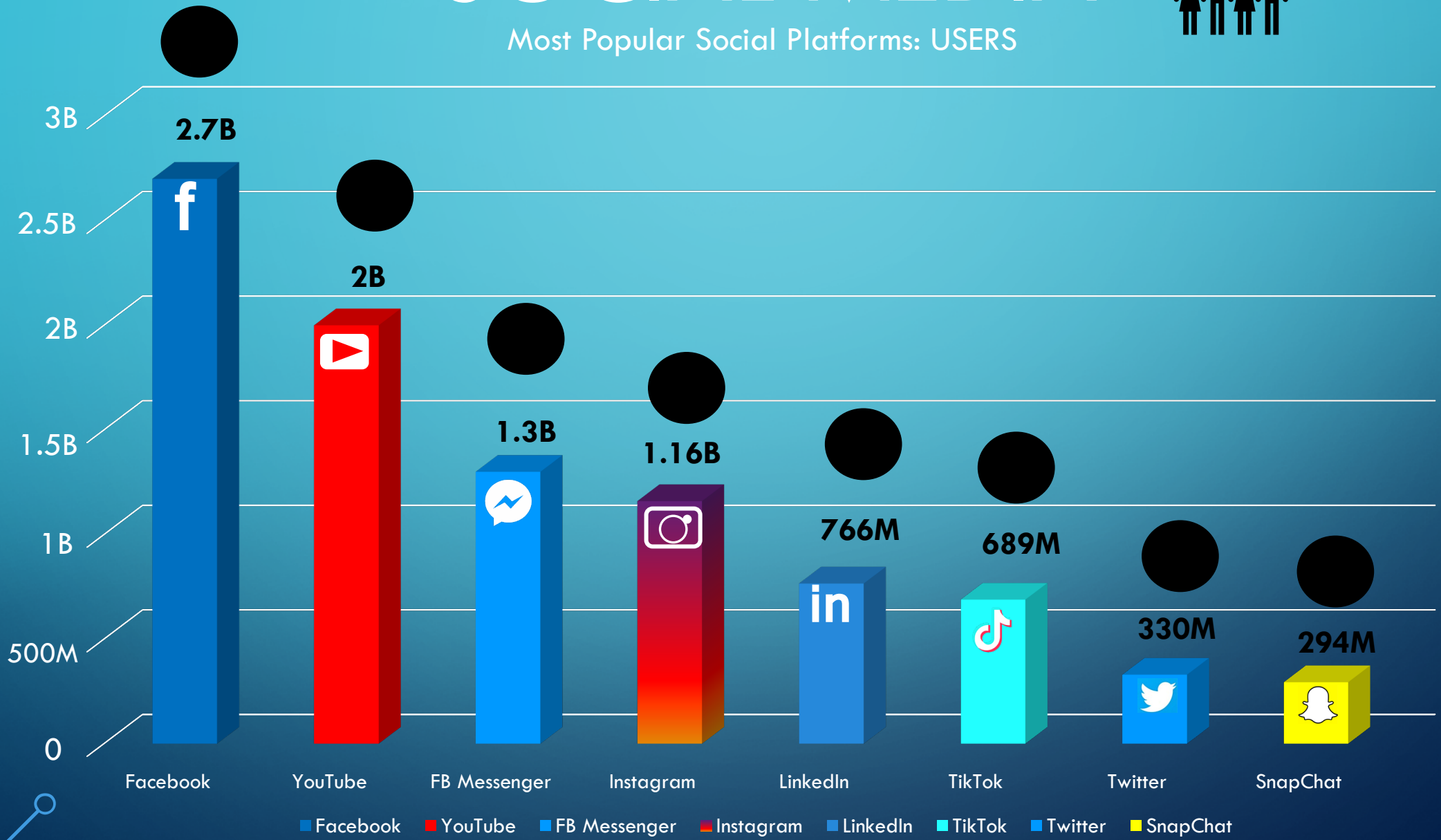
Be Careful

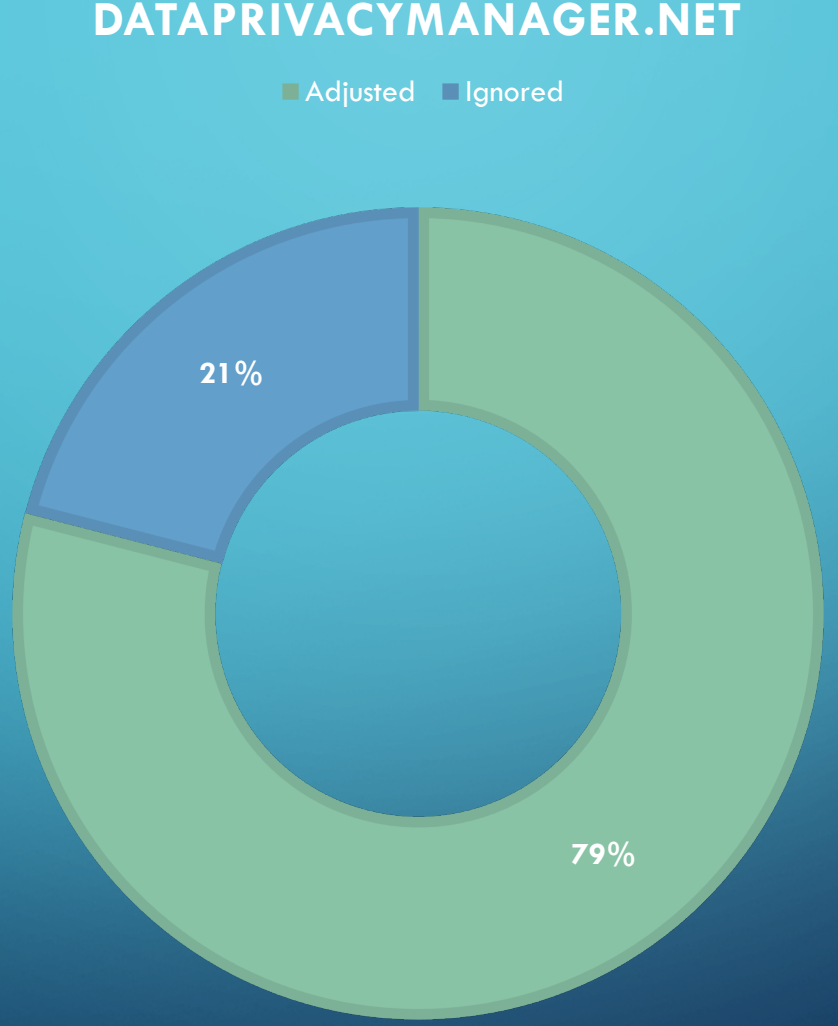
- ⚠ Only connect with people you know
- ⚠ Use strong, unique passwords
- ⚠ Don't share too much information (check your location settings)
- ⚠ Tighten up your privacy settings
- ⚠ Limit details about work history
- ⚠ Keep control of comments – be aware of impersonators
- ⚠ Don't share personal details
- ⚠ Check out your own account
- ⚠ Know your employer social media policies
- ⚠ Control what information can be shared with outside sources
- ⚠ 2 Factor authentication
- ⚠ Educate yourself on how to block unwanted connections
- ⚠ Don't participate in any quizzes
  - ⚠ For example, "What's your elf name?"
- ⚠ Apply some of the same strategies you would to keep your children safe

SOCIAL MEDIA

Most Popular Social Platforms: USERS



SOCIAL MEDIA



79% of people have adjusted their privacy settings on social media

KNOW THE RULES

- Ask your employer if you can review any technology policies in place
- If remote, ask questions. Educate yourself on remote-work policies (if applicable)
- Find out what rules are in place for remoting in:
    - Are you required to have an encrypted home network?
    - Can you use Wi-Fi? Or must you use ethernet connection?
    - Keep physical devices both physically and technically secure

KNOW WHAT TO DO WHEN YOU'VE BEEN COMPROMISED

- Identity Theft?
  - Analyze Your Situation
  - Place a Fraud Alert with a National Credit Reporting Agency (CRA)
  - Check Your Financial Accounts
  - Check Your Computer for Viruses
  - Secure Your Proof of Identity
  - File a Complaint with the Federal Trade Commission (FTC)
  - File a Police Report
  - Keep a Record of Your Actions
  - Order Credit Reports for Review
  - Don't Ignore the Activity

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KNOW WHAT TO DO WHEN YOU'VE BEEN COMPROMISED

- Identify a phishing email?
  - **Forward and Delete**
  - Work: Forward to IT DEPT
  - Home: Forward to ISP and email provider (i.e., report to Google for g-mail, Yahoo for Yahoo accounts, etc.)

- Bank/Credit Card unauthorized use?
  - Contact your bank/cc company immediately and report the incident.. They will have you sign affidavit and help you through the process

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KNOW WHAT TO DO WHEN YOU'VE BEEN COMPROMISED

- Malware/Virus
  - Call a professional
  - If you want to tackle yourself:
    - Download virus scanner
    - Reboot in safe-mode
    - Delete temporary files
    - Run virus scan
    - Delete or quarantine the virus
    - Reboot PC
    - **Change all your passwords**
    - Update all applications

DISCLAIMER

No Legal Advice Intended

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RESOURCES AND ADDITIONAL INFORMATION

- Great first timer video for personal cyber security: Click here
- Cyber Security (simple definition): Click here
- HIPAA compliance: Click here
- Identity theft article: Click here
- Identity theft FTC info: Click here
- FTC guidance online safety: Click here
- Online Shopping tips: Click here
- Tips for safe browsing: Click here
- Parental control services: Click here
- Honey Pot info: Click here
- Browsing statistics: Click here
- Social media: Click here

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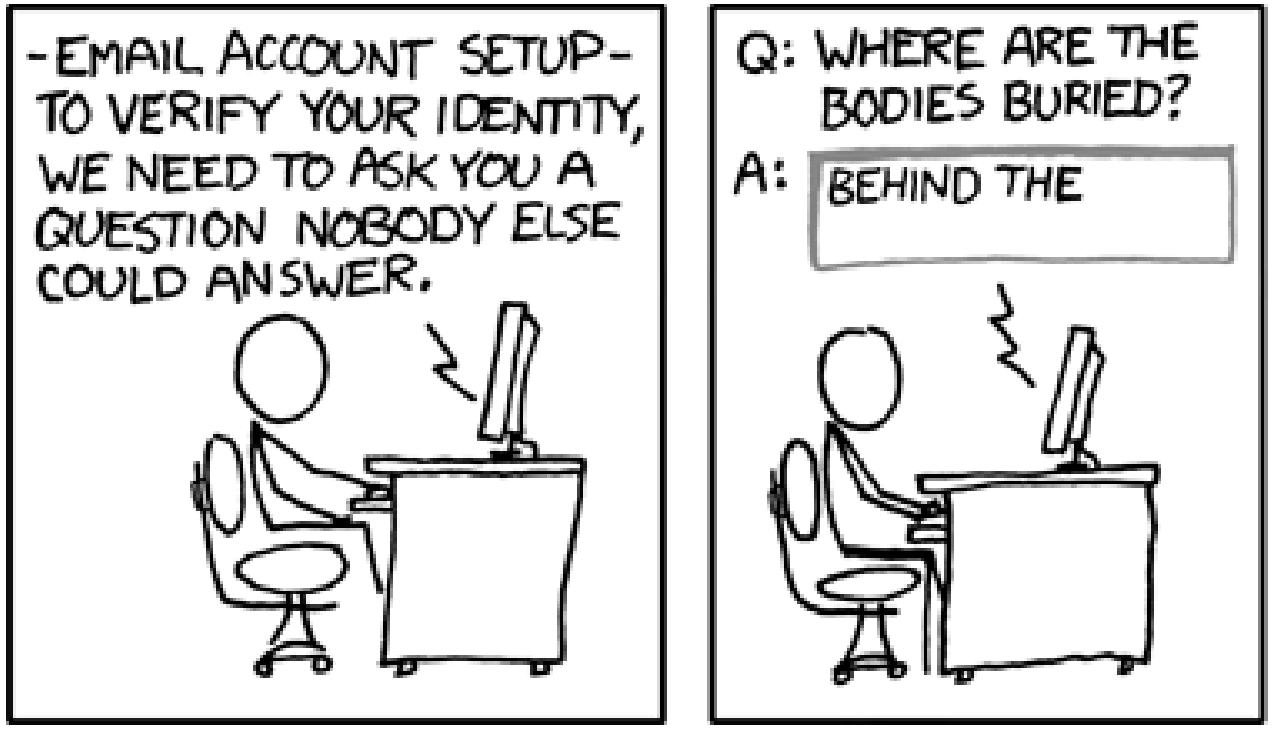

QUESTIONS?

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