

## WORKING FROM HOME TIPS TO STAY CYBER SAFE



### Working Remotely – Tips to Stay Cyber Safe

With more people working remotely, it is important to stay extra vigilant and follow best practices to keep you and our organization cyber safe.

## SECURING YOUR HOME WI-FI

### Protecting Wi-Fi

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Ensure you have set up a strong and unique password for your Wi-Fi and enable a secure Wi-Fi protocol (e.g., use WPA2 encryption with AES where available, otherwise WPA).

### Advanced Wi-Fi Tips

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#### Separate Guest Network

Most modern wireless networking equipment can run a secondary 'guest' network at the same time. This will keep your guests on a separate network to prevent access to your main network and keep potential malware infected systems from spreading to your own devices.

#### Change the Router's Administrator Credentials

Change the default administrative password on your router/modem supplied by your Internet Service Provider to avoid hackers from potentially getting in.

#### Enable Media Access Control Authentication

You can allow certain devices from accessing your network while barring any other devices from connecting.



## Using Personal Devices for Work



If you are using your own personal device for work, try to limit it to work-related use, limit those who can access it and ensure its software is updated regularly.

## Don't Share Your Work Devices



Your work devices are assigned to you and are not meant to be shared. Don't allow family, friends, or guests to use your work devices.

## Work Documents



Keep work documents secure and don't leave them laying around. Consider who may be able to see or gain access to the files if you leave them out in the open.

## Home Assistant



Smart home assistants are always listening. Power down devices or set the microphone option to mute if you'll be discussing anything private or sensitive.

## Automatic Updates



Enabling automatic updates ensures any newly released patches for your devices and software are installed.

## Teleconference



Do not share a link to a teleconference or classroom publicly like a social media post and only provide the link directly to specific people.