Basic Safeguarding - Return to Campus 2021

As we return to campus this fall after the pandemic-related restrictions of the past year, we have a great opportunity to check our individual and team security postures. As you set up your labs in accordance with the most recent guidance from the Pandemic Preparedness Team, we recommend you also check a few IT security Basic Safeguarding measures to keep your people, processes and technology as safe as possible.

### Step 1: People

**Δ Update your passwords:** Make them complex and memorable. String multiple, unrelated words together and add numbers and special characters as you wish (minimum 15 characters)

**Δ Enable DUO** for Multifactor Authentication. Learn more at [http://duo.colostate.edu](http://duo.colostate.edu)

Extra credit:

**Δ Practice the Principle of Least Privilege.** Make sure users have access only to the systems and tools they need to do their jobs, no more and no less. Check with your IT representatives and/or Division of IT if you have questions or concerns.

### Step 2: Processes

**Δ Check your inventory:** Ensure all your assets (computers, devices, equipment, etc) are accounted for and **apply updates and patches** for software and firmware as needed

Extra credit:

**Δ Back-up your data!** Do you have important data you can’t lose? Do you have sensitive data that needs to be protected? Make sure you have adequate back-ups, including use of Microsoft OneDrive, external hard drives, or others. If data is sensitive, back-ups should be encrypted and secured.

Reach out to your department IT, Division of IT or Sarah Robinson with the Cybersecurity Services Team (sarah.robinson@colostate.edu) if you have any questions or concerns.