

# STAY SECURE

AS A REMOTE WORKER



# SECURITY COURSES WORK FROM HOME

## TIPS FOR SECURING YOUR MOBILE DEVICES



Smartphones and tablets store so much personal and company information, you don't want them lost or stolen, hacked into, or otherwise compromised. Here are some basic tips that can help you protect your mobile devices when you're working away from the office:

### ✓ SET A PASSWORD AND MAKE IT STRONG

As with computers, mobile devices also need a strong password/PIN to protect their contents. Without a password, anyone can unlock the device and snoop around your files and any stored information. Make sure to use a random combination of lowercase and uppercase letters, numbers, and symbols, and try to have a unique password for each device and account.



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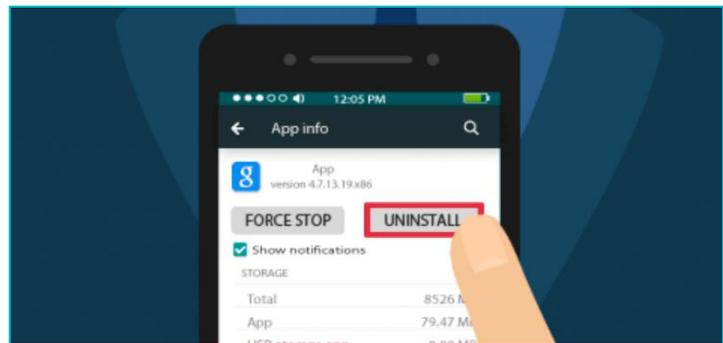
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## ✓ DELETE UNUSED APPS

Clutter is never a good practice – not in your home and certainly not with your devices. So, don't keep apps that no longer have an appeal or use in your life and work. Periodically go through your app list and remove the ones that only collect dust.



## ✓ ENABLE "FIND YOUR DEVICE"

"Find your device" is a very handy feature built into all major operating systems. In case you can't find your device, this feature can help you track it in real time. Moreover, if you don't trust its location, you can remotely wipe all contents so confidential information isn't compromised.

## ✓ CONFIGURE SECURITY SETTINGS

Make sure to finely tune the security and privacy settings for any account you have on public websites, apps, and social networks. This way you can manage what is shared about you and who can see it.



## ✓ ONLY DOWNLOAD APPS FROM TRUSTED SOURCES

When you need a new app, look for it in your device's dedicated app store, such as the Apple App Store or the Google Play Store. These platforms list only apps that have passed their standards and filters, which significantly minimizes the chances of downloading an app infected by malware.

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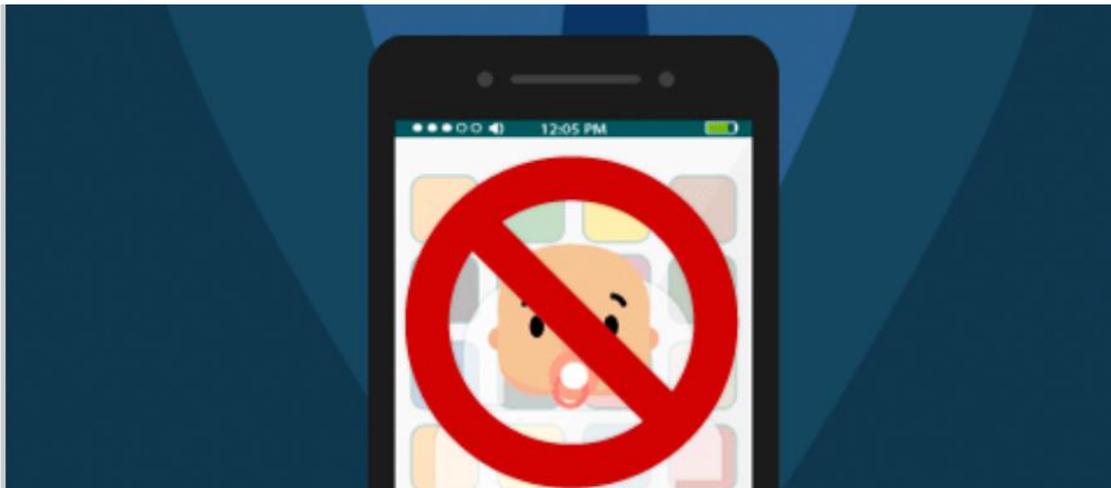
## ✓ BACK UP YOUR DATA

Make it a habit to periodically back up all data stored on your devices. In case of loss or theft, you'll be able to recover the data with no hassle.

## ✓ LOCK AUTOMATICALLY

All your devices should automatically lock after a short period of time (30 seconds is plenty for mobile devices) and unlock only after inputting the correct passcode.

## ✓ KEEP AWAY FROM CHILDREN



Don't allow your children to use your mobile devices. They can click on flashy ads or unintentionally download apps that can easily compromise your device.