



Technology
Services

**ARE YOUR
PERSONAL
DEVICES
IN DANGER?**



Help! Call the TTS Service Desk 617-627-3376 or email it@tufts.edu or stop by one of the Walk-in Service Desks (<https://it.tufts.edu/walk-in>)

More Information See Working Off-Campus Guidelines (<http://bit.ly/2smPZiL>)

Checklist for Securing Your Personal Devices

Passwords

- ✓ Create a different password for your Tufts account and don't save in any web browser
- ✓ Change it immediately, if you think your Tufts password may have been compromised
<https://tuftstools.tufts.edu>
- ✓ Use a Password Manager app <https://it.tufts.edu/sec-pass>

Two-factor Authentication (2FA) – Enroll and Use 2FA <https://it.tufts.edu/2fa/>

Screen Savers - Activate automatic screen savers and set for 10-minutes or less

Tufts Secure Wireless - only use the Tufts_Secure network for WiFi

Virtual Private Network (VPN) – Use Tufts VPN for secure off campus access to Tufts services <https://it.tufts.edu/vpn>

Anti-virus – Install anti-virus software, and enable automatic scans <https://it.tufts.edu/antivirus>

Auto-updates – Set Operating System (OS), web browsers and key applications to auto-update and restart your device daily

Back-up - Back-up your data in a location off of your device. You can use Tufts Box <https://tufts.box.com>

Encryption Enable vendors' default hard disk encryption