

Computer Security Checklist

Keep this list near your computer, and pencil in the date you last do each item.

Do these regularly (and often):

Patch & Update Your Operating System

_____ Windows: www.wellesley.edu/Computing/WinUpdate/
Date last done Macintosh: www.wellesley.edu/Computing/OSX/#softupdate

Update Your Anti Virus & **Scan Your System**

_____ Date last done www.wellesley.edu/Computing/TVD/

Use Windows? Check for **Adware & Spyware**

_____ Date last done www.wellesley.edu/Computing/TVD/#spyware

Back Up Your Important Documents & Other Personal Files

_____ Date last done www.wellesley.edu/Computing/Backup/

Do these now (then check online occasionally for new information):

- Use Strong **Passwords** and keep **work** passwords different from **personal**
www.wellesley.edu/Computing/Security/#passwords
- Filter Your **Spam**
www.wellesley.edu/Computing/FirstClass/fcrules.html
- Protect Yourself from **Phishing & Identity Theft**
www.antiphishing.org & www.ftc.gov/idtheft/
- Lock Your Laptop** – Physical Security
www.wellesley.edu/Computing/Security/#lockdown
- Review the **Responsible Use of IT Resources** Policy
www.wellesley.edu/InformationServices/ispolicies.html
- Review the **Guidelines for Sharing Music and Movies**
www.wellesley.edu/InformationServices/ispolicies.html
- Use Windows? Protect Your Home Computer with a **Firewall**
www.wellesley.edu/Computing/Security/#firewalls
- Use Windows? **Avoid File & Printer Sharing** if Possible
www.wellesley.edu/Computing/FileSharing/Windows/
- Review the **Where to Go For Help** Information (next page)

Where to Go for Help

For help with	Connect to
General computing questions	www.wellesley.edu/Computing/computing.html <i>or</i> Computing Questions & IS Alerts on FirstClass
CyberSecurity questions	CyberSecurity Guidelines www.wellesley.edu/Computing/Security/
Copyright questions	www.wellesley.edu/Library/copyright_ToC.html
Computing Support	Computing Help Desk www.wellesley.edu/Computing/HelpDesk/
Student computing Support	Computing Help for Students www.wellesley.edu/Computing/ResNet/faq.html#Help
Changing your own Domain Account password	Password Station https://dc3.wellesley.edu/pwstart.htm
Spyware protection	McAfee AntiSpyware Module for VirusScan www.wellesley.edu/Computing/TVD/#spyware
Forgot your password	Help Desk (Bring your Wellesley College ID) www.wellesley.edu/Computing/HelpDesk/
Virus protection	McAfee VirusScan / Virex www.wellesley.edu/Computing/TVD/
Software questions	www.wellesley.edu/Computing/pc.html <i>or</i> www.wellesley.edu/Computing/macintosh.html
Purchasing hardware or software	Computer Purchase Program www.wellesley.edu/Computing/PPP/