

# NEW EMPLOYEE CYBER SECURITY DO'S AND DON'TS

01

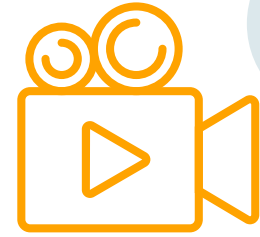


## Don't Take A Photo With Your Badge

...and post it on social media. Cyber criminals can clone it, change the photo and pretend to be you.

## Don't Post "A Day At The Company" Videos

That's like allowing criminals inside the company walls. The office space is full of confidential information.



02

03



## Don't Share Your Password

...with anyone! Not even the IT department. No one should know your password besides you.

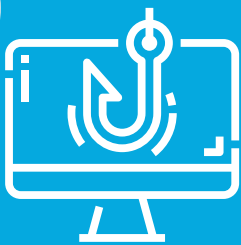
## Don't Buy Gift Cards

This is a VERY common scam! No one from the company will ever ask you to secretly buy gift cards for everyone.



04

05



## Do Be Aware of Scam Emails

Because you still don't know many people, you are more likely to follow direction from someone who pretends to be an executive.

## Do Turn On Multi-Factor Authentication

Multi-factor authentication adds another security layer to the login process, reducing the chances of your account getting hacked.



06

07



## Do Meet Your Team

if you know your team, supervisors and executives, you will be able to go to them to verify any "phishy" communication.