Protect Your Digital and Physical Information

Data is widely regarded as the new oil. So your online systems and records – where confidential data often lives – are therefore goldmines (or oil fields) in the eyes of data thieves who'll go to great lengths to breach them.

In fact, thousands of online systems are compromised daily and last year alone, 39% of European businesses reported suffering a cyber-attack[1]. But the number of data breaches reported so far this year has already exceeded the total for 2020.

In response, businesses must equip workforces with the know-how and tools to protect your confidential information. Our essential data protection tips will help you to do exactly that.

[1] Source: Statista

01 Set up a Risk Management Regime

A risk management regime enables businesses to identify and understand threats – and then helps you to eliminate or reduce these risks, by securing the technology, systems and information in your organisation.

02 Secure Your Networks

Cybersecurity essentials include firewall and antivirus programs. Check that emails are legitimate and avoid clicking links: red flags include spelling mistakes, poor grammar, odd phrasing and urgent requests for money.

03 Use Strong Passwords

Strong passwords use eight characters or more and include upper and lower-case letters, numbers and symbols. Keep passwords in a safe place, don't use the same one for multiple accounts and change them every three months.

We protect what matters.

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04 Share Less on Social Media

Criminals can obtain your confidential information with just a few data points, so the less you share, the better! For instance, if you post your pet's name, you might expose the answers to a common security question.

05 Employee Education and Awareness

Create security policies and provide cybersecurity training. Staff must know how to identify dodgy emails or links and should be wary of what websites they visit and apps they download. Encourage teams to report all cyber-attacks.

06 Use Hard Drive Destruction Services

Don't stockpile computers or hoard digital data. Keep digital data filed and current and purge files regularly. Once your old technology is obsolete, have old or unused computer hard drives securely destroyed.

07 Protect Smartphones & Other Devices

Mobiles and other devices can be your weak link. Never leave them unattended and switch on password protection. Keep your apps and operating systems up to date and be sure to track, lock and wipe lost or stolen devices.

08 Don't forget Documents & Physical Threats!

Old documents also pose a significant risk if not securely handled, stored and destroyed. Establishing a Clean Desk Policy can support security, while a Shred-it All Policy helps to reduce the human error often at blame for data breaches.

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