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5 IT Housekeeping Tips for this Summer

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Check out these tips to see how you can use the less busy summer weeks
to stay secure and be more productive at work.

1. Set up OOO carefully

Never give out too many details and limit autoreply recipients to avoid social engineering threats!

2. Tidy your desktop and organize your files

Make a backup of old documents and get rid of clutter. This can help you avoid potential vulnerabilities.

3. Review your cloud sync settings

Protect your files and make collaboration easier by syncing all the files you share with your team.

4. Update applications

Go through the tools you use and update all of them to avoid vulnerabilities!

5. Read policies and documentations

Be on top of knowledge with internal information.