



## The Top 10 Tips To Protect Your “Information Assets”

Concerned that your automated systems control so much of your business that you risk losing money? Use our Top 10 Security tips to protect your “information assets”. Contact us if you would like more information on our **Secure IT<sup>SM</sup>** security services.

### The Top 10 Tips To Protect Your Information Assets

1. Security Policies – Don’t Risk Client Trust
2. Backups – Your Initial Defense
3. Viruses – Your Constant Threat
4. Passwords – What You Need To Know
5. Employees – Your Hidden Threat
6. Hackers – What You Need To Know
7. Firewalls – What They Can’t Do For You
8. Security Assessments – A Subscription Service
- 9. Encryption – Protecting Your Data**
10. Documents – Managing Your Risk

## 9. Encryption - Protecting Your Data

Most organizations have sensitive information that needs to be stored on IT systems and distributed to authorized business contacts in a safe and secure manner. It is important to use secure encryption technology when conducting business and electronically exchanging information. Encryption makes information unintelligible to everyone except for your intended recipient.

### Why you need encryption

- Confidential information is created on a daily basis.
- Restricting access to confidential information on your network is only part of the solution. Increase the integrity of the data by encrypting sensitive information.
- Your business contacts need to use encryption to help maintain the confidentiality of your data.
- Not all your confidential information is contained within your office. Employees frequently work out of the office and this information must be transported in a safe and secure manner.

### Your risks

- Your reputation is at risk when confidential information is compromised.
- Increased costs are incurred when information is exposed to unauthorized personnel.

### Security Readiness

Don’t wait for someone to gain access to your confidential information. Encrypt information to protect you from threats both inside and outside of your organization.

Call us today and find out how our **Secure IT<sup>SM</sup>** security services can help protect your information assets.