## **General Internet Browsing**

- 1. Be conscious of what you are clicking on/ downloading. Download software from trusted source only.
- 2. Verify those you correspond with. It is easy for people to fake identities over the Internet.
- 3. Do not store official information/documents on Internet Cloud (iCloud, Google Drive, Dropbox etc.) or Internet connected computers.
- 4. Make a habit of clearing history from the browser after each logout sessions, because search engines track your search history and build profiles on you to serve you.
- 5. Delete Windows "Temp" and "Temporary Internet files" regularly.
- 6. Avoid using services that require location information. Avoid posting of photos with GPS coordinates.
- 7. Some pop-ups have what appears to be a close button, but will actually try to install spyware when you click on it.
- 8. Be wary of free downloadable software There are many sites that offer customized toolbars or other features that appeal to users, which are likely to have backdoors. "Free" Screensavers, games, software etc. may generally contain Malware.
- 9. Frequently check unusual folder locations for document (doc, docx .xls, .xlsx and .def) file extensions (in search options, select advanced search options, make sure you checked "Search System folder", "Search hidden files and folders" and "search subfolders")
- 10. Don't respond to email, instant messages (IM), texts, phone calls, etc., asking you for your password.
- 11. Be extremely careful with file sharing software. File sharing opens your computer to the risk of malicious files and attackers.