

Best Practices for Reliable & Secure Computing

Antivirus/Antispyware (No Multiple AV/AS)

Prevents and/or deletes viruses and spyware programs. Up-to-date AV/AS programs help protect against slowdowns, ID theft & customer information.

Using multiple programs can cause your computer to stop running.

OS/RAM

- *Windows XP Pro (512 MB)*
- *Windows Vista Business (1 GB)*
- *Windows 2003 Server (1 GB)*
 - *w/RAID 1 HD*
- *Windows 2008 Server (1 GB)*
 - *w/RAID 1 HD*

Up-to-date OS & Ram allows your PC to run decently. Out-of-date OS will not receive updates.

No Pirated Software

Could be maliciously altered, you will not get updates or patches.

It is illegal; you could get fines or jail time.

Firewall

Protects your computer/network against unwanted intruders.

- **Machine (single)**
- **Perimeter (network)**

Fully Patched Applications

If patches are not kept current your machine could be susceptible to viruses & spyware.

No Peer 2 Peer (P2P) Software

Using P2P applications can expose your machine to others putting unwanted files on your machine. It's like having a steel door and paper walls.

No Open FTP

Open FTP's allows people to put unwanted files on your PC.

Passwords Changed @ Least Every 90 days

Passwords are typically too easy and can be discovered by other people. Changing your password often keeps your information safe.

Internet (No Dial-up)

Internet increases productivity. Dial-up internet is slow and can decrease your productivity.

Leave Systems On

This will allow your computer to scan, update & back-up at night.

Back-up – Back-up – Back-up

If you are not backing your information up, you could lose it. Don't learn the hard way.

No Floppies!

Floppies are unreliable media.

Replace Anything Older Than 5 Years, If Critical 3 Years

You could have productivity loss without using current machines and software. Applications are taking up more room, you need adequate disk space.

Encryption for Wireless

If your wireless is not encrypted anyone can intercept the information you are sending through the internet.