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**NEW EMPLOYEE?**

Cyber Security

**DO's and DON'Ts**

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# **DON'T TAKE A SELFIE WITH YOUR BADGE SHOWING AND POSTING IT ON INSTAGRAM**

Cyber Criminals can clone your badge, change the photo, and pretend to be you.

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## **DON'T POST A VIDEO BLOG OF A DAY AT THE COMPANY**

That's like allowing criminals inside the company walls. The office space is full of confidential information.

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**DON'T SHARE YOUR  
PASSWORD WITH  
ANYONE**

Even with the IT department. Only you  
should know your password.

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## NO ONE WILL ASK YOU TO BUY GIFT CARDS

That's a common scam. There is no special celebration that requires you to secretly get gift cards for everyone...

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5

## BE AWARE OF SCAM EMAILS

Because you still don't know many people, you are more likely to follow direction from someone who pretends to be an executive.

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# **“Security Awareness Simply Explained”**

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