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10 #WFH tips

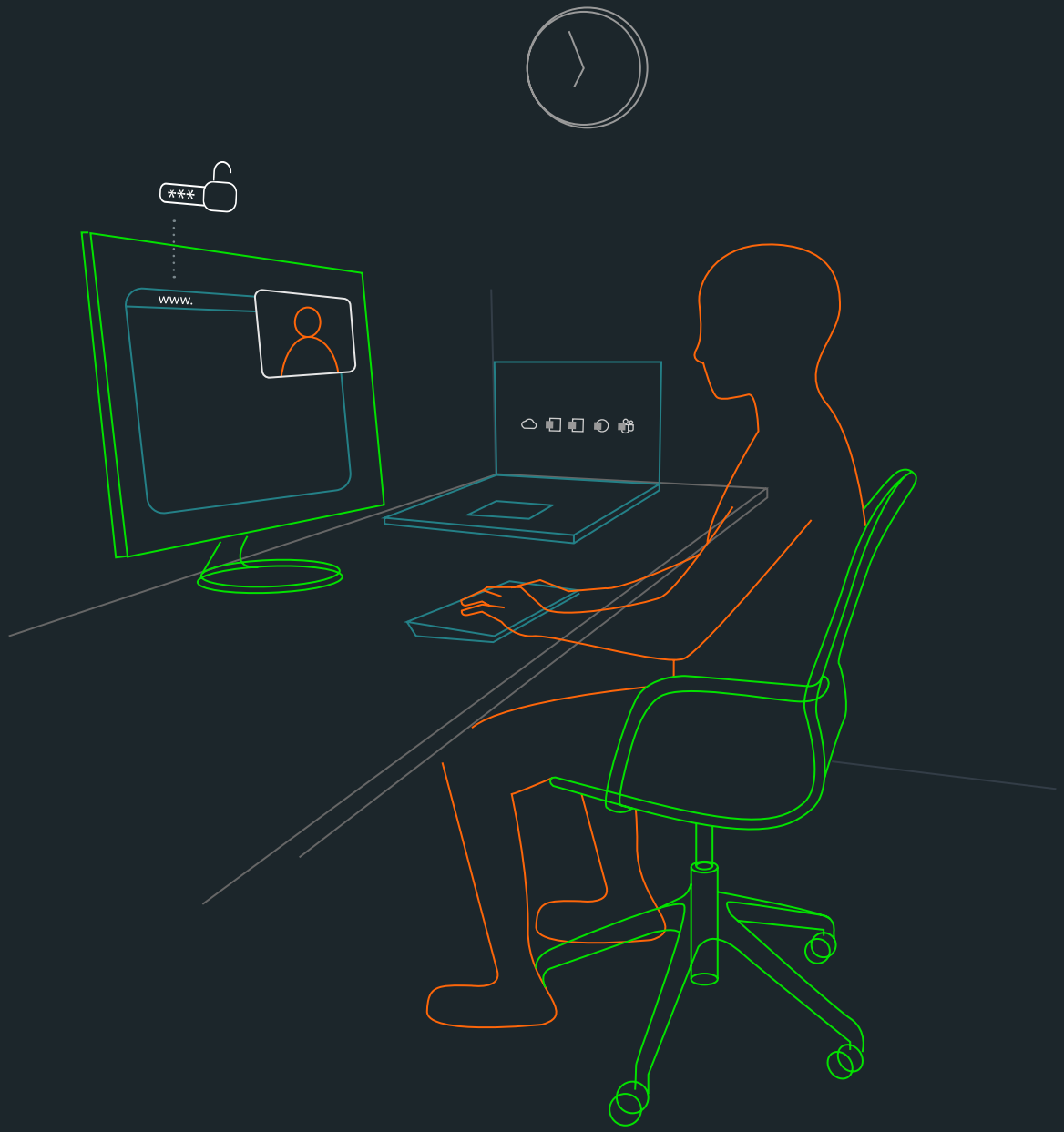
for keeping your staff safe and productive

Password management – Encourage your users to choose strong passwords and remind them not to leave login credentials where family or housemates might find them.

Secure connections – Provide your teams with VPNs or other remote tools, with proper configurations and all security updates applied.

SETA – Security Education and Training Awareness – Offer training and advice on security best practices, particularly when it comes to phishing email attacks.

Appropriate devices – Everyone should have access to reliable devices with suitable performance for their needs, either through issuing new devices or via a BYOD program.



Make time for fun – Organise social events such as quizzes and chats to keep everyone together.

Social channels – Make heavy use of communication methods such as Teams and Slack to make it easy for staff to keep in touch, both for work and to socialise.

Shared cloud space – Ensure all staff can reliably access secured cloud spaces for sharing documents and accessing key assets.

Set boundaries – Help staff separate work and private time so they can take real breaks and stop in the evening.

Keep machines up-to-date – Do regular checks to ensure all operating systems and software are updated, and thatsecurity patches are applied.

A comfortable working space – Everyone should be able to sit and work in comfort -if needed, provide items like office chairs and monitor stands to help them.