



Take a second to be secure.

# The Security Minute

A communication of the Longwood University Information Security Office

Read *The Security Minute* Online: [www.longwood.edu/infosec](http://www.longwood.edu/infosec)

## October 2008



### Information Security Awareness Month

#### What is a policy?

Policies are high level statements of how we utilize technology as a University in order to be secure, efficient, fair and productive. These statements impact the actions of users and the Information and Instructional Technology Services staff in developing, maintaining and using systems and data.

## October is Information Security Awareness Month

Governor Tim Kaine has proclaimed October to be Information Security Awareness Month to "encourage all citizens of this Commonwealth to learn about information security and put that knowledge into practice in their homes, schools, workplaces, and businesses."

### Test Your Security Knowledge

Throughout the year the goal of *The Security Minute* has been to provide you with information you can use on campus and beyond to protect your computer, your identity and University resources. Put that knowledge to the test this month with the quiz below. The month listed (hyperlinked for electronic readers) after the question indicates the issue of *The Security Minute* where this question was answered. Check your answers at the bottom of the page.

1. What is the term for a phisher who knows something about you before trying to fraudulently obtain your account information and uses that knowledge to send a more specialized message? [February 2008](#)
2. Which of the following is a good practice for reducing the number of spam messages you receive? [April 2008](#)
  - A. Reply to spam messages to ask to be removed from the mailing list.
  - B. Buy the products advertised in spam messages.
  - C. Click the link to unsubscribe in spam messages you receive.
  - D. Be careful with whom you share your e-mail address.
3. True or False: You don't have to worry about viruses, Trojans, spyware or keyloggers because antivirus software catches all malware. [March 2008](#)
4. How many people should know your password? [May 2008](#)
5. Security policies and procedures are in place to help us attain the three goals of security. What are those goals? [July 2008](#)

Hint:

C \_\_\_\_\_  
 I \_\_\_\_\_  
 A \_\_\_\_\_



### Security Spotlight

## New and Updated Policies

At the September 2008 Board of Visitors Meeting two new IITS policies were added to the Administrative Policies and Procedures Manual and several policies were revised.

[Policy 6103: Encryption \(revised\)](#) This policy was revised to serve as a more accurate guide of our decisions regarding encryption of sensitive data.

[Policy 6104: Acceptable Use of IT Resources and Systems \(revised\)](#) This policy was revised to clarify steps that will be taken in the investigation of misuse of IT resources and systems.

[Policy 6105: Access to IT Resources and Systems \(revised\)](#) This policy was most notably revised to require that faculty and staff access be terminated after 12 months of account inactivity.

[Policy 6130: Firewall \(revised\)](#) This policy was revised to make the technical requirements easier to read.

[Policy 6132: Incident Response \(new\)](#) This policy defines the steps the University is taking to prepare for the possibility of a security incident.

[Policy 6133: Remote Access \(new\)](#) This policy addresses accessing University systems from anywhere other than a University wired connection.

Visit the Information Security Office web site throughout the year at:

[www.longwood.edu/infosec](http://www.longwood.edu/infosec)

Resources available include:

- **NEW!** Security Initiatives
- Security tips
- A link to the University's Administrative Policies and Procedures Manual
- Current security alerts
- MOAT security training information
- Contact information for reporting security incidents



*The Security Minute* is a monthly publication aimed at raising awareness of information security related issues and concerns. If you have any questions regarding the newsletter, please contact Melissa Short at 434-395-2034 or [shortmj@longwood.edu](mailto:shortmj@longwood.edu).