

Basic Information Security

For the Individual & Sole Proprietor

1. What is the important data and information associated with your company?
2. Why is that data important? What would be the impact if it was not available to you, altered or disclosed to unauthorized people? Do you have any compliance requirements to protect any of your data?
3. Where is your information/data (paper, on your computer, in the cloud)?
4. Is it protected? (in a safe if paper, backed up if on your computer or in the cloud, encrypted if in the cloud?)
5. Who has access to it? How do you know that they are who they say they are and they are the only ones with access?
6. Who has emergency access to it, if something were to happen to you?
7. Do you have basis security on your computer?
 - a. Is your computer, especially your data, backed up and stored separately from where your computer is? Data backed up to a thumb drive is good if the thumb drive is removed and secured.
 - b. Do you have an endpoint protection software program running on your computer (anti-virus/malware, firewall, etc.)? Is it kept current?
 - c. Is your operating system on your computer kept current with patched?
 - d. Are the applications that you use current?
8. Do you know how to recognize phone, email, message and social media scams? You and other employees with access to your data are still the number one threat vector used by the bad guys. Ransomware is up between 350 to 412 % over the past two years depending upon who you ask.

To train yourself on this threat for work and home get the book "[Your Personal Information is at Risk: A Guide for Protecting Yourself](#)". Details about this and other books are available on the Johnny Security Seed website JohnnySecuritySeed.com. Any of our books ordered on the Bookbaby.com web site are discounted in price 10% when you use the coupon code of JSS1.

The above are high level suggestions to help you reduce the risk of a cyber event. Even doing all of the above cannot prevent an event from happening.