



Secure remote work checklist



Email and data security



Stay aware of evolving email security trends.



Be wary of phishing and malicious emails.



Use company-approved software for document storage.



Verify suspicious requests through other channels.



Back up important files to a secure location on a regular basis.

Device security



Use only company-issued devices.



Don't use official gadgets for personal work.



Enable auto-updates for all software.



Keep your screen locked when you step away.

Network security



Set a strong WiFi password and use WPA2/WPA3 encryption.



Change the default router username and password.



Don't use public WiFi without a VPN.