Keeping Information Safe

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INFORMATION PRIVACY UPDATES

As part of Becker’s on-going Information Security Program, there is a new website available to view policies and training FAQs.

Highlights include:

- **Data Classification Policy.** This policy outlines levels of data, and how each should be handled and stored.
- **Acceptable Usage Policy.** This policy outlines the appropriate usage of Becker computing resources.
- **Clean Desk Policy.** This policy discusses how sensitive information should be handled in paper form.

**Coming Soon:** In the coming months, we will be launching additional resources, training and software to help Becker comply with various laws and keep information safe.

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Becker now has data classification policies to help keep information safe.

DON’T store Level 1 data (Social Security Numbers, Driver’s License Numbers or Credit Card Numbers) on:

- Laptops
- Desktops
- Personal Computers
- Cell phones or
- USB devices

To see the full policy and other helpful information on information security, please visit [http://www.becker.edu/about/information-privacy](http://www.becker.edu/about/information-privacy).

Office of Information Technology • 508.373.1999 • helpdesk@becker.edu