



ST. LUKES MEDICAL CENTER MULTI-PURPOSE COOPERATIVE

279 E. Rodriguez Sr. Avenue, Quezon City
Tel. NO.: 723-0101 loc. 3302

Data and Security Awareness Tips

March 13, 2023



QUICK
TIPS



1. IT HAS TO CONTAIN A RANDOM COLLECTION OF LETTERS (UPPERCASE AND LOWER-CASE), NUMBERS AND SYMBOLS

2. IT HAS TO BE AT LEAST 8 CHARACTERS OR LONGER

3. YOU MUST USE A UNIQUE PASSWORD FOR EVERY DIFFERENT ACCOUNT

4. CHANGE YOUR PASSWORDS REGULARLY

**PICK STRONG
PASSWORDS THAT
HACKERS
CAN'T GUESS**

Source: <https://d12vzecr6ihe4p.cloudfront.net/media/967010/cybersecurity-month-2018-poster-18-strong-passwords-en-ww.png>

DATA PRIVACY OFFICE – SLMC MPC

For concerns on Data Privacy and IT Security:  0917-1705628



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A graphic with a blue background and a network of white dots and lines. On the left, a yellow lightbulb with three yellow rays is next to a blue dashed rectangular box containing the text 'QUICK TIPS'. Below this, a white rectangular box contains the text 'TURN OFF LOCATION SHARING' in large, bold, white and blue letters. To the right of this box is a large grey location pin icon with a blue dot, crossed out with a large white 'X'. Below the 'TURN OFF LOCATION SHARING' box, there are two lines of text: 'BE CAREFUL WHO FOLLOWS YOU ON SOCIAL MEDIA' and 'REGULARLY CHECK WHO YOUR LOCATION IS SHARED WITH - AND REMOVE PERMISSIONS FOR ANYONE YOU DON'T TRUST'.

QUICK TIPS

TURN OFF LOCATION SHARING

BE CAREFUL WHO FOLLOWS YOU ON SOCIAL MEDIA

REGULARLY CHECK WHO YOUR LOCATION IS SHARED WITH - AND REMOVE PERMISSIONS FOR ANYONE YOU DON'T TRUST

Source: <https://d12vzecr6ihe4p.cloudfront.net/media/967094/cybersecurity-month-2018-poster-30-location-sharing-en-ww.png>

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Data and Security Awareness Tips

March 13, 2023

A poster with a blue background featuring a network of white circles and lines. In the top left, there is a yellow lightbulb icon next to a blue dashed box containing the text "QUICK TIPS". Below this, the text "PROTECT YOUR DATA" is written in large, bold, white and blue letters. Underneath, it says "DON'T EXPECT ANYONE TO PROTECT IT FOR YOU". At the bottom left, there is a list of four tips: "BE CAREFUL WHERE YOU SHOP ONLINE", "KEEP YOUR ANTI-VIRUS SOFTWARE UP-TO-DATE", "ALWAYS BACK UP YOUR IMPORTANT FILES", and "USE STRONG PASSWORDS ON ALL DEVICES". A large white cloud icon is positioned to the right of the "PROTECT YOUR DATA" text.

QUICK TIPS

PROTECT YOUR DATA

DON'T EXPECT ANYONE TO PROTECT IT FOR YOU

- BE CAREFUL WHERE YOU SHOP ONLINE
- KEEP YOUR ANTI-VIRUS SOFTWARE UP-TO-DATE
- ALWAYS BACK UP YOUR IMPORTANT FILES
- USE STRONG PASSWORDS ON ALL DEVICES

Source: <https://d12vzecr6ihe4p.cloudfront.net/media/967120/cybersecurity-month-2018-poster-26-protect-your-data-en-ww.png>

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Data and Security Awareness Tips


April 30, 2023

GET SHREDDING

REMOVE NON-TECHNICAL VULNERABILITIES
AS PART OF A PROACTIVE CYBERSECURITY
SOLUTION. (INCLUDING PASSWORDS ON
PAPER, INVOICES, & PRINTED CREDIT CARD
INFORMATION)



Source: <https://d12vzecr6ihe4p.cloudfront.net/media/966990/cybersecurity-month-2018-poster-08-get-shredding-en-ww.png>

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Data and Security Awareness Tips

May 30, 2023



Source: <https://d12vzecr6ihe4p.cloudfront.net/media/966992/cybersecurity-month-2018-poster-14-trojans-en-ww.png>



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Data and Security Awareness Tips

June 30, 2023

A graphic illustration on a blue background with a network pattern. It features a glowing yellow lightbulb with the words 'QUICK TIPS' in a blue box next to it. Below, a computer monitor shows a shopping cart icon, and a smartphone shows a gift icon. A circular badge says '90% OFF'. A banner at the bottom reads 'SUPER SALE'. To the right, text reads 'IF A DEAL IS TOO GOOD TO BE TRUE' and 'ONLINE SHOPPING IT PROBABLY IS'.

QUICK TIPS

**IF A DEAL IS TOO GOOD TO BE TRUE
ONLINE SHOPPING IT PROBABLY IS**

- SOME SCAMMERS USE STOLEN CREDIT CARDS TO PURCHASE PRODUCTS AND THEN RESELL THEM ON THE INTERNET.
- VERIFY E-COMMERCE SITES. LOOK AT REVIEWS, AND OTHER VERIFICATIONS.
- DON'T SET UP ACCOUNTS WITH SITES YOU RARELY USE.
- USE ESCROW SERVICES LIKE PAYPAL.
- READ SHIPPING INVOICES CAREFULLY.

90% OFF

SUPER SALE

Source: <https://d12vzecr6ihe4p.cloudfront.net/media/967009/cybersecurity-month-2018-poster-16-online-shopping-en-ww.png>

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Data and Security Awareness Tips

July 30, 2023



"AVOID PHISHING ATTACKS"
VALIDATE THE URL
FOR THE WEBSITES YOU ACCESS BEFORE
PROVIDING YOUR **PERSONAL DATA**

Source <https://d12vzecr6ihe4p.cloudfront.net/media/966975/cybersecurity-month-2018-poster-20-validate-url-en-ww.png>

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Data and Security Awareness Tips

August 30, 2023



Source: <https://d12vzecr6ihe4p.cloudfront.net/media/966972/cybersecurity-month-2018-poster-09-phishing-en-ww.png>

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Data and Security Awareness Tips

September 30, 2023

CLEAN UP!

IT'S ALL ABOUT THE DATA.

- USE A DOCUMENT RETENTION POLICY AND DELETE OLD DOCUMENTS THAT ARE NO LONGER NEEDED
- DO BACKUPS: BACK UP DATA ON A SCHEDULED BASIS, AND TEST YOUR BACKUPS



Source: <https://d12vzecr6ihe4p.cloudfront.net/media/966988/cybersecurity-month-2018-poster-03-clean-up-en-ww.png>

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Data and Security Awareness Tips

October 30, 2023



Source: <https://d12vzecr6ihe4p.cloudfront.net/media/966968/cybersecurity-month-2018-poster-01-easy-target-en-ww.png>

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Data and Security Awareness Tips

November 29, 2023

WHEN IT COMES TO SECURITY
THERE IS NOTHING FOR FREE. **DON'T**
TRADE YOUR PERSONAL INFORMATION
FOR A FREEBIE



Source: <https://d12vzecr6ihe4p.cloudfront.net/media/966971/cybersecurity-month-2018-poster-07-freebies-en-ww.png>

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Data and Security Awareness Tips

December 29, 2023

An illustration of a person's hands typing on a laptop. On the laptop screen, there is a Wi-Fi symbol and a button that says "CONNECT". Above the laptop, there is a wooden sign that says "FREE Wi-Fi ZONE" with a Wi-Fi symbol. To the left of the sign is a glowing lightbulb with the words "QUICK TIPS" next to it. The background is a dark blue with a network of white dots and lines.

SECURITY DANGERS OF PUBLIC WI-FI

- **USE A VPN:** A VIRTUAL PRIVATE NETWORK (VPN) CONNECTION IS RECOMMENDED WHEN CONNECTING TO THE INTERNET THROUGH AN UNSECURED CONNECTION, LIKE A WI-FI HOTSPOT.
- **TURN OFF SHARING:** TURN OFF SHARING IN SYSTEM PREFERENCES OR IN THE CONTROL PANEL OF YOUR MOBILE DEVICE. OR DO IT AUTOMATICALLY BY CHOOSING "PUBLIC" THE FIRST TIME YOU CONNECT TO A NEW, UNSECURED NETWORK.
- **KEEP WI-FI OFF WHEN YOU DON'T NEED IT:** WHEN ON, THE WI-FI HARDWARE IN YOUR COMPUTER IS STILL TRANSMITTING DATA BETWEEN ANY NETWORK WITHIN RANGE. THERE ARE SECURITY MEASURES IN PLACE TO PREVENT THIS MINOR COMMUNICATION FROM COMPROMISING YOU, BUT NOT ALL WIRELESS ROUTERS ARE THE SAME, AND HACKERS CAN BE A PRETTY SMART BUNCH.

Source: <https://d12vzecr6ihe4p.cloudfront.net/media/967043/cybersecurity-month-2018-poster-27-public-wifi-en-ww.png>

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