



# Security Tip of the Week

## Laptop Security

1. Always keep your laptop with you - or lock it up securely before you step away.
2. Never leave access numbers or passwords in your carrying case.
3. Buy and use a laptop security device like a laptop lock.
4. Laptops containing any University Confidential or Legally Restricted Data (defined in the University Information Technology Policy) should be encrypted.

If your laptop has been lost, stolen or compromised and it contains University Confidential or Legally Restricted Data, contact Information Technology Security immediately at 273-1804 for University departments or 784-6115 for Medical Center departments.

For more information on this week's tip visit [www.rochester.edu/it/security/securitytipofweek](http://www.rochester.edu/it/security/securitytipofweek).

Need Help? Contact University Information Technology

Online: [www.rochester.edu/it](http://www.rochester.edu/it) □ Email: [UnivITHelp@rochester.edu](mailto:UnivITHelp@rochester.edu) □ Phone: 275-2000 (5-2000)