

## The Most Important Step towards Computer Security is:

Creating, Maintaining, Reviewing, and Improving your Backup System.

**What is a Backup System?** Succinctly, it is a plan made to ensure that your business can survive a data loss.

Here are some general things to consider when creating your Backup System:

- Organizing workflow so you have print-outs or copies of the work - Making double-checking easier.
- Organizing your computer so all your data is in one place, and your programs are in another. Why? For easier copying.
- The kind of information you're storing and how it's being stored
- Types and purposes of the computers you're using, and types of backup computers you have.
- Methods for making a configuration backup.
- Keeping a backup off-site, with a trusted person.
- Frequency of backup.
- Documenting your procedures - so people know what the plan is, and so it can easily be reviewed & improved!

If you would like more information on backup systems, follow our Security Page as we build it up at:

<http://www.pmcccl.com/security/security.html>

# PMC Consulting

## Contact Information

**Call our Small Business Consultant at 905-806-1641** for help with your marketing efforts, improving your small office, or even getting your in-house Desktop Publishing operation started!

**Call our Manufacturing and automation expert at 289-231-8660** for help with improving your manufacturing processes and cutting your operating costs!

## PMC's Web Pages:

**Follow our Computer Security page:** <http://www.pmcccl.com/security/security.html> for further information and regular updates on computer security, and how we can help increase your security!

### Looking for businesses in the South Simcoe County area?

Our Directory lists a wide variety of businesses in the Bradford West Gwillimbury-South Simcoe area! Look for your business at:

<http://bradfordbiz.pmcccl.com>

**If your business is not listed in the Directory, it should be!** Email us at [bradbiz@pmcccl.com](mailto:bradbiz@pmcccl.com) to have your business placed in the Directory today!

See <http://www.pmcccl.com> for the latest PMC developments!

# Six Steps To a Secure Computer and Network

Three Things you can change today...

And Three Things you can plan for tomorrow!

Brought to you by PMC Consulting

**Call: 905-806-1641** for our Small Business, DTP & Web Design Consultant

**Call: 289-231-8660** for our Manufacturing and Automation Consultant

**FAX Number: (905) 778-1638**

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## Computer Security Concerns? We can help!

Virus threats, spam and general computer security problems keeping your computers at less than peak performance? We can help! Here are some tips you can put to work today, and a few more you can look into and plan for in the future!

### Starting with Today: Your Computer Security Software

#### **Avoid the Free Security Software Trap!**

Most antivirus/spam/spyware software included with a new computer (McAfee, Norton Antivirus) has a limited life, usually ninety days. After the expiry date, you're left with two choices -go with no protection, or pay more for an upgrade! It's often cheaper to buy a full version of the software from your local retailer, and getting a year's worth of protection. Always check the cost of the retail package versus the upgrade price!

**Buy a security program that fits your needs and budget.** McAfee, Panda, Extentia, and Norton Antivirus are all widely known programs which include privacy and spam protection. Most programs come with an auto-update feature for easy maintenance!

For more information on viruses and computer security, take a look at PMC's security page on the web! We are building and improving a page of security tips at:

<http://www.pmcccl.com/security/security.html>

**Where spam and spyware is the problem,** sometimes a free program does a nice job of coming to the rescue -in the form of a spyware protector, internet browser, e-mail program, and even office application suite!

**To Keep your computer safe from Spyware:** Spybot Search & Destroy does a good job of removing malicious spyware from a computer, and it's available at:  
<http://www.safer-networking.org/en/index.html>

Once again, though this handy tool does a good job, it is no replacement for a whole-system approach to computer security!

#### **Whole Computer Security - Including How You Browse the Web!**

If hackers and viruses are a concern for you, then there is no better time to change your web-browser than today to one of the three listed below.

**There are safe alternatives to using Microsoft's Internet Explorer to browse the World Wide Web!** Consider changing your browser to any of the following:

-*Mozilla Firefox* - [www.mozilla.org/products/firefox/](http://www.mozilla.org/products/firefox/)

-*Mozilla.org* - [www.mozilla.org](http://www.mozilla.org)

-*Netscape* - [www.netscape.com/download](http://www.netscape.com/download)

Because they are developed and maintained by communities of software developers, security issues are handled very quickly, as opposed to the Microsoft model of handling security issues! Remember the last Mozilla threat? Chances are, probably not -because not only was the threat handled very quickly, but Mozilla simply isn't in constant danger- Internet Explorer is.

**You can even change to a safer, more secure Email Program!** Try Mozilla Thunderbird, a new standalone email program! Once again, it's free and it offers high spam protection!  
[-http://www.mozilla.org/products/thunderbird/](http://www.mozilla.org/products/thunderbird/)

Bookmark PMC's Security page for the latest news on banking scams, keystroke loggers, account and password stealers, and money laundering!  
[-http://www.pmcccl.com/security/security.html](http://www.pmcccl.com/security/security.html)

## Planning For Tomorrow's Computer Security Strategy? Consider:

### Investing In a Router

A router does more than simply allow more than one computer to be connected to the Internet - it acts as a physical barrier between potentially harmful data and your computer network. By filtering, the router can disallow harmful data and even disallow harmful connections being made to your computers!

A router can be purchased inexpensively -from \$130.00 to \$500.00 at your local office or computer retail store. Worried about price vs. Security? Even the less expensive models are effective at blocking harmful traffic!

### Installing Open Office for your Office Application Software

Upgrades to your favourite office application suite too expensive? Try OpenOffice.org's software line! It handles most office productivity needs -from Word Processing to Spreadsheets, HTML documents, and even PDF generation! If compatibility with other office suites is a concern, OpenOffice handles Microsoft, Corel, and Star Office software-created documents!

### Switching Operating Systems

If Windows upgrade costs are becoming prohibitive, try Linux instead!

Linux is free or inexpensive, and its running costs are lower, too! While it takes some time in the setup and getting used to, a well set-up machine running on Linux has less chance of being compromised by hackers, trojans, mass-mailing worms, and viruses. The long-term result is better security, saved time and saved money.