School of Fine Arts Retreat

IT Presentation
Rick O'Toole

Phishing Awareness

What is Phishing?

Phishing is the attempt to obtain personal information such as passwords and logins for malicious purposes. By *appearing* to be legitimate the sender is trying to trick you into providing valuable information. This may include account information, credit card or social security numbers. These fraudulent attempts may come to your university or personal email accounts.

How to detect?

- Generic signature line/greeting
- Incorrect email fields or contact information
- Be on the look out for bad spelling or grammar
- Hover over links with your cursor to and see what the URL actually is before clicking
- Do not save/download any attachments you receive in a suspicious email

You receive a suspicious email. What to do?

- Do not click on any questionable links.
- Never provide your password or personal information.
- Forward a suspected email to **reportphishing@uconn.edu**
- Monitor your bank and other accounts
- Contact university ITS Help Center at 860-486-4357 or online at helpcenter.uconn.edu

Timetable.htm
409 bytes

From: University of Connecticut [mailto:naalyami01@indianatech.net]
Sent: Tuesday, October 31, 2017 10:54 AM
To: O'toole, Richard <rick.otoole@uconn.edu>
Subject: New Lecture Timetable !

Dear User,

We would like to bring to your notice of changes on your timetable

It is important you review the attached timeable for new lectures schedule.

Thanks

Sincerly,

University of Connecticut
Administrator Faculty

From: "admissions-status@blackbored.edu" <peter.nagy@uc.edu>
Date: Thursday, August 17, 2017 at 10:27 AM
To: "Stula, Nancy" <nancy.stula@uconn.edu>
Subject: You have two important message's from your faculty.

You have two course work message's by online blackboard learning.

Review the link below to read your message's

https//course.blackboard.edu/Nancy.Stula@uconn.edu

The above link will no longer be active after this email has been read.

Thanks

Blackboard IT Learning

From: UCONN BURSAR <skaur4@une.edu>
Sent: Friday, June 8, 2018 8:20:34 PM
To: Shadbeh Taghizadeh
Subject: Payment Allowed.

[Related image]

Payroll:-

Your Payment has been processed and your tax return is ready.

Login here to view Your Payment Information.

View Payment Detail<http://ponteplata.com/uconn/login.html>

Best Regards,

Bursar Account Management.

university of connecticut.

University Email System and Threat Prevention

UConn email sent out in June:

The university email system has filters that block the bulk of spam messages from being delivered to your mailbox…starting on June 25, 2018, Information Technology Services (ITS) implemented new filtering capabilities that are designed to provide better protection from malicious emails and any viruses and malware they may contain. This update will alter how Office 365 handles the following:

Spam: Mail that is identified as spam will have a {SPAM?} tag in the subject line and will go into your Junk mail folder. It will remain there until you choose to delete it.

Unsafe Mail: Mail marked as potentially malicious, such as phishing messages, will be quarantined and deleted after 30 days. You will receive a digest message from Office 365 that lists all quarantined messages from the past 24 hours and provides options for managing individual messages.

Links: All URLs are rewritten through Outlook. When you hover over the link in a message, it will display a variation of http://na01.safelinks.protection.outlook.com/. If a link is safe, you will still go to the intended location. If a link is unsafe, you will see a warning message.

Attachments: All attachments are scanned for malware, and access to attachments considered unsafe will be blocked.

More information about the threat prevention service is available at https://email.uconn.edu/threat-prevention/

Network File Services

University ITS provides various options for secure online file storage that is backed up daily. The two network drives are:

P drive

- **P**ersonal drive, aka Home directory.
- Available for all faculty, staff, and students with NetID access
- 50 GB of maximum storage
- For university-related work and *only accessible by you*

Q Drive

- Department or workgroup shared directories
- Access to folders will vary depending upon your permissions, work responsibilities
- Ideal for saving & *sharing the institutional work* with your colleagues

Cloud-based File Services

The indirect file services provided by UConn are:

OneDrive (https://office365.uconn.edu)

- Part of the Microsoft Office 365 suite
- Available to Faculty, Staff and Student workers
- Can sync files on your computer
- Folders and files in can be shared with other UConn faculty, staff, and student workers
- Up to 1 terabyte of storage

Google Drive (https://email.uconn.edu/g-suite/)

- Part of the G Suite (formerly known as Google Apps for Education)
- Students automatically have access; Faculty and Staff may opt-in
- 15GB of free storage

File Sharing Options

File Locker (https://web2.uconn.edu/filelocker/)

- Secure method for sharing large files
- Sender/uploader and recipient use NetID for authentication
- Files are stored temporarily (up to 6 months)
- Maximum file size of 2GB, can request more

File Drop Box (https://dropbox.uconn.edu/dropbox)

- Available only for faculty and staff
- Not for sensitive data. (For that, use Filelocker)
- Sender/uploader has to share a link to file to the recipient(s)
- Maximum of 10GB of storage space
- Files over 10Mb are deleted after 14 days, others for 30

Mobile Devices – Access from Home

Should you require access to your P drive, Q drive or other UConn network resources from off-campus, such as home or away, you can using thanks to UConn's VPN services.

Pulse Secure is the VPN Client provided by UConn. For Mac and Windows
- https://remoteaccess.uconn.edu/

Web connection is also possible directly through your browser
- http://sslvpn.uconn.edu/

Mobile Devices – Microsoft Office

- As part of Office 365 all faculty, staff, and students have access to Microsoft's office applications available on their Mobile/Personal devices.

- For mobile devices you just download Office apps through your normal method and sign in using your university email account.

- Outlook for email, OneDrive for files

Software for home use

- For personal computers you can download Microsoft software at https://www.uconn.onthehub.com/

- Includes Office apps for both Mac or Windows machines

- Windows operating system

- Cost is under $10

Faculty/Staff

Personally Owned Computers

Microsoft   Microsoft Imagine Standard

Microsoft

Windows 10

Office for Mac 2016

Office 2016

Windows 8.1

Need Help? Contact the UITS Help Center (http://helpcenter.uconn.edu/)

Technology Life Cycle

Budgets and Requests
- Departments have money allocated for equipment. The proper method is to submit a request to your dept head or director.
- Rick can assist with pricing, quotes based on the vendors available.

Please DON'T go to Surplus
- Please refrain from going to Surplus in the hopes that there will be suitable technology there.
- If there is something you have in mind, check with Rick first.

Inventory Control
- Asset Panda app (and training) necessary for submitting transfer and removal of equipment to Surplus.
- Expect ~2 weeks before equipment is picked up.