Know what's on your computer

If you don't need it, get rid of it!

- Drafts and old versions
- Extra copies of files
- Old emails and attachments
- Social Security numbers (SSN)
- Shred or securely delete anything sensitive

Talk to the ITS Support Center or your Divisional Liaison if you need assistance

help@ucsc.edu • itrequest.ucsc.edu • 459-HELP • 54 Kerr