



Privacy and Security Tips for Google:

- Enable two-factor authentication
- Protect your CruzID Blue password
 - Don't reveal it to anyone
 - Don't re-use it for other accounts
- Keep restricted data out of Google, or encrypt it first
- Limit sharing of Google Docs to those who need access
 - Including who can edit vs. view-only
- Review your sharing settings in Google Calendar
- Report spam and phishing to Google
- Use Google's "Account Activity" features to help make sure no one else is using your account
- Sign out of your Google account when you're not using it

Go to its.ucsc.edu/google/security.html
for more information

Cyber Security at UC Santa Cruz: its.ucsc.edu/security



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