



Think Before You Share

Let's work together to safeguard our students' personal information:

THINK

CHECK

ACTION

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Security and Privacy in Academic Data management at Schools

2022-1-ES01-KA220-SCH-000086363



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Protect Student Privacy

Let's work together to safeguard our students' personal information:

1

Collect only necessary data

2

Use secure storage systems

3

Limit access to authorized personnel

4

Only share data with authorized individuals or organizations

5

Train yourself and others on data protection guidelines

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Data Protection Tips

Let's work together to safeguard our students' personal information:

1

Always ask for permission before collecting personal data

2

Store data securely, either electronically or physically

3

Only share data with authorized individuals or organizations

4

Keep records up-to-date and accurate

5

Destroy unnecessary data promptly

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Think Before You Click

Be cautious when using digital devices and online resources:

1

Check the source of links and downloads

2

Use strong passwords and two-factor authentication

3

Report any suspicious activity to your supervisor

4

Regularly update software and antivirus programs

5

Only share with contacts

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Cloud Application Security

Let's work together to safeguard our students' personal information:

1

Set password policies & multi-factor authentication

2

Set Up Data Loss Prevention (DLP) Policies

3

Manage SaaS Access & Permissions

4

Enable Anti-Phishing Protections

5

Set External Sharing Standards

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REMEMBER!

Let's work together to safeguard our students' personal information:

FREE IS NOT FREE

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