



# **LETN Solutions**

*Leading Edge Technology & Network Solutions*

## **Security for Small Business: A Quick Reference**

More small businesses today use networks and the Internet as vital business tools than ever before. While connectivity is indispensable for achieving business success, being more connected also means being more vulnerable to outside threats. This quick reference helps you to understand some of the things you can do to protect yourself.

### **Three reasons to Take Small Business Security Seriously**

1. Small businesses are often impacted by larger wide-spread attacks- such as mass worm outbreaks or credit card harvesting.
2. Security at larger companies is becoming tighter, which makes small business networks and individual PCs more tempting to attackers.
3. Not all threats come from outside your organization-your security could be threatened by employees actions.

### **Seven Protective Measures You Can Employ**

Check out our seven point security checklist. These steps were written expressly for the small-business owner-not for computer gurus-and they were created to help break down the major security threats that many small business face.

1. **Protect Your Desktops and Laptops.** If you are serious about security, there are three things you must do 1) Keep your software up to date 2) protect against viruses; and 3) set up firewalls.
2. **Keep Your Data Safe.** Implementing a regular back up procedure is a simple way to help safeguard critical business data. Setting permissions and using encryption will also help.
3. **Use the Internet Safely.** Fraudulent web sites as well as pop ups and animations, can be dangerous. Set rules about Internet usage to protect your business-and your employees.
4. **Protect Your Network.** Remote access to your network may be a business necessity, but it is also a security risk you need to closely monitor. Use strong passwords and be especially cautious about wireless networks.
5. **Protect Your Servers.** Your servers are your network's command centre. If they become compromised or damaged, your entire network is at risk. To protect your business, protect your servers.
6. **Secure Your Line of Business Applications.** Make sure that software critical to your business operations is fully secured around the clock. Internal and external vulnerabilities can lead to lost productivity, lost data-or worse.
7. **Manage Desktops and Laptops from the Server.** Updates are managed more easily and you can ensure everyone is on the same version. Also, without stringent administrative procedures in place, the security measure you take to safeguard your business may be unintentionally jeopardised by users.

#### **Securing Your Small Business: Next steps**

- Asses your security stance with a Microsoft Certified Partner for Security Solutions who can recommend strategies to better protect your data .
- For more information on securing your small business data, contact LETN Solutions on 0870 351 4922