

SECURITY Smart™ BRIEFING

SAFEGUARDING YOUR SECURITY AND PRIVACY AT WORK AND AT HOME

Preparing for Life with a New Device

When you upgrade to a new mobile device—and you know you'll want to soon if you haven't already—take these basic precautions to protect it and the information it contains.

1 Backups are a must.

Before you head out to buy your shiny new device, remember to back up your current one. If you lose or damage your phone, your contacts, photos, applications, music and more could be gone forever.

2 At work, let the help desk and IT department know about your new purchase.

If the device you're currently using is connected to a corporate network or email account, or perhaps both, it's important to tell the IT staff that you've traded it in. They will want to deactivate your old device, removing it from corporate access and policy control. They'll thank you for the notice, as you'll be making their lives (and yours) much easier in the long run.

3 Consider wiping your old device.

If you're going to turn in your used device when you get a new one, performing a full wipe might be a good thing to consider after you've created

backups. Again, your employer's IT department can help you figure this out.

If you have an iPhone, Apple recommends the following steps after you perform a backup:

Go to *Settings > General > Reset*, then tap *Erase All Content and Settings*.

This erases the device and turns off iCloud, iMessage, FaceTime, Game Center, and other services.

If you have an Android device, a factory reset might not work completely. Depending on what version of Android you're running, the factory reset option is here:

Menu > Settings > Privacy > Factory Reset or Settings > Personal > Backup & Reset

Once a factory reset is complete, it's possible that some personal informa-

tion will be left on the device, but in most cases it will only be retrievable if someone is using recovery software. However, an extra step to take would be to encrypt the device before running the factory reset. That way anything that's left behind is that much harder for the average person to recover. The encryption option is under *Settings > Security*.

4 Take care of the essentials.

Once you have your new device, remember to enable the passcode lock option as well as auto-lock feature, and limit the number of unlock attempts. Your employer might have special rules when it comes to using the device on the network, so ask your IT department or help desk. In addition, they can offer you additional safety and security tips.



Online sales of mobile devices and tablets in the United States will reach \$114 billion by the end of this year, driven by nearly 200 million smartphone subscribers and nearly 100 million regular tablet users.

Source: Forrester Research