

Best Practices for Virtual Workplaces





Pikes Peak Small Business Development Center

FREE CONSULTING | PRACTICAL TRAINING | BUSINESS RESOURCES

www.pikespeaksbdc.org



Funded in part through a cooperative agreement with the U.S. Small Business Administration



The Pikes Peak SBDC's Cyber: CYA program is built to assist small and medium sized businesses by focusing on topics for all levels of business and their needs from cloud computing, security measures using social media, to securing technology to meet compliance standards in government contracting.

Free and confidential consulting and low cost workshops are available! Browse our resources and workshops at www.pikespeaksbdc.org/cyber

Free Consulting | Practical Training | Cyber Resources

Event Overview

COVID19 has had significant impacts on the community and especially for small businesses. Unfortunately, while business owners develop strategies to stay afloat, they are becoming vulnerable targets for many of the scams aimed at stealing what valuable resources they have left.

SBDC Techsource: Cyber CYA (Cybersecurity to Cover Your Assets) in partnership with National Cybersecurity Center, this online workshop will provide you with policy suggestions and guidelines for cybersecurity best practices for virtual workplaces.



CYBERSECURITY BEST PRACTICES FOR VIRTUAL WORKPLACES

IN PARTNERSHIP WITH





Micki Cockrille

Marketing Manager
National Cybersecurity Center

Micki Cockrille is the Marketing Manager for the National Cybersecurity Center in the Pikes Peak Region where he has lived for 24 years. A 2019 Colorado Springs Business Journal Rising Star, Micki has collaborated with several Southern Colorado nonprofit and startup organizations. Micki now sits on the board of directors for local nonprofit REACH Pikes Peak. In his spare time, Micki loves chasing passions in music, Colorado outdoors, food, gaming, and friends and family.



Rodney Gullatte Jr.

Firma IT Solutions

SBDC TechSource: Cyber Consultant & Covid-19 Team Member

Firma IT Solutions was started by community leader and US Air Force Veteran, Certified Ethical Hacker, Network Defense Architect and Certified Chief Information Security Officer, Rodney Gullatte, Jr. When the job market would not cooperate in Key West, FL, he decided to take matters into his own hands and start a business. With a background in Information Technology and Cybersecurity that includes Department of Defense, retail, healthcare, casinos, utility companies and more, Rodney has developed a company that brings enterprise technology solutions to small businesses. Law firms, accounting firms, architect firms, museums, medical facilities and marinas are just a few of the clients that Firma IT Solutions has transformed.

[View Consultant Bio or Schedule Consulting](#)



Reanna Werner

MBA, SPHR, SHRM-SCP
Owner, HR Branches

Reanna is an innovator within the small business sector. With 20 + years of experience in Human Resources, Reanna has dedicated her career to helping small businesses leverage off their investment in employees while reducing employment related risk.

Founded in 2017 by Reanna Werner, HR Branches provides small businesses with a customized turn-key system to create a foundation for reducing risk to their greatest asset, their people. HR Branches provides small businesses with everything they need to conquer HR tasks quickly, efficiently and with quality... without the guesswork.

The Threat!

- Ransomware
- Data Loss
- 60% of small businesses go out of business within 6 months of a cyberattack
- Your Employees (Phishing & Social Engineering)
- **YOU ARE ONE CLICK AWAY FROM LOSING YOUR BUSINESS**

THREAT VECTORS



THREAT VECTORS

- Defaults -

- Cusadmin / highspeed
- Printers
- Firmware updates

THREAT VECTORS

- RDP -

- TCP 3389
- Change ports
- Use a VPN

THREAT VECTORS

- EMAIL -

- Phishing
- Employment Termination Letters for VTC
- Unencrypted email

DEFEND YOURSELF



Pass\$WorDz!

- Use a pass phrase
- No Dictionary words
- No words turned into symbols
- Change every 90 days
- Multi-Factor Authentication
- Lie on Secret Questions
- Password Safe Programs

Home Network Security

- Use guest wifi at home
- Use mobile Hotspot instead of public Wifi
- Set your network connection to PUBLIC
- Update firmware on routers and other devices

Remote Work for Business

- Cyberliability Insurance
- Purchase computers employees will use for remote work
- Ensure high level security for your network (VPN and UTM)
- Encrypt hard drives of mobile computers
- Change defaults

Schedule a Consult

- Schedule an appointment with the Pikes Peak SBDC to speak to a cybersecurity consultant
- www.pikespeaksbdc.org/consulting

HR Policies

Human error was the cause of approximately **90 percent** of data breach reports data received by the Information Commissioner's Office (ICO) between 2017 and 2018.



“Sadly, it’s often human error that allows attackers access to encrypted channels and sensitive information...

— David Bisson, Venafi

Getting Your Employees Cyber Secure

1

Policies

- Remote Access Policy
 - Defines acceptable methods of remotely connecting to network
- Acceptable Use Policy
 - Identifies secure methods of using network, website and other systems
- Work from Home
 - Addresses secure connection through home network

2

Training

- New Employee Onboarding
 - General Best Practices
 - Industry Specific Risks
 - System Specific Risks
- New System Implementation
 - Identify Risks / Gaps
- Ongoing Updates and Maintenance
 - Constant evolution - keep your employees ahead

3

Create a Secure Culture

- Communication is Key
 - Attempted Breaches
 - Articles
- Invite Conversation and Ideas
 - Encourage employees to share
 - Participate in conversation
- Lead the Charge
 - Employees, clients and hackers are watching

Questions???



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