



TIP SHEET SERIES NO.5

Be careful when you travel!

If you are going to a foreign country, before traveling you should know your rights. It is important that you know what you will do if your portable computers or data are seized, and what your rights are in that case.

■ **Protect your data**

Do not forget to encrypt your data wherever it is copied. Even if thieves reach your data during the travel, they will not see its contents.

■ **Leave your important data at home**

Leave the important data at home. If this data is stored in the cloud, delete the local copy by disabling the synchronization feature before traveling. So it will not be exported to your portable computer.

■ **Always use the most secure network option**

If you are traveling abroad, you should choose the secure network option. Watch for free and public Wi-Fi and Bluetooth connections. If you are not sure that it is safe to use Wi-Fi networks, use the connectivity features of your mobile phone.

■ **Enter sites beginning with HTTPS**

Make sure you're entering websites where you use authentication. Sites that start with HTTPS are safe for you.

■ **Use VPN**

Use your corporate VPN as much as possible. Your privacy will be preserved.

■ **Take advantage of privacy screens**

If you want to avoid from prying eyes reading anything you write, be sure to always have a good privacy screen on your laptop computer screen.

■ **Use temporary accounts**

If you need to use different computers during your trip, you have to make use of temporary accounts. For example, you can use these temporary mail accounts to print your tickets on the hotel computer.

■ **Lock your devices**

You need to lock your computers or other devices (even if you are in your hotel room) while you are not using them.

■ **Do not post your current location**

Do not share your location before your travel is over. It is important to make sure that your data and devices are safe.