## certnz 🗡

# **Protect** your business online

Cyber security is more important than ever. There's a lot to consider when keeping your business secure like protecting your data, your network, and your customer information. Follow our top tips to help keep your business safe online.

#### /// Install software updates

Stop attackers getting access to your business network through known vulnerabilities, by regularly installing the latest software. Software updates often contain security fixes.

### /// Implement two-factor authentication (2FA)

Make sure anyone who logs in to your system has to provide something else on top of their username and password, to verify that they are who they say they are.

#### /// Back up your data

Regularly back up your business data. Set your backups to happen automatically and store them somewhere secure offline. You can then restore your data if it's lost, leaked or stolen.

#### /// Set up logs

Logs record all the actions people take on your website or server. Set up alerts to notify you if an unusual event occurs. Make sure someone checks the logs when an alert comes in.

#### /// Create an incident response plan

An incident response plan will help you get your business back up and running quickly if your business is targeted by cyber attack. Talk to your staff about the plan ahead of time.

#### /// Change default passwords

Check for default passwords on any new hardware or software. If you find any default credentials, change the passwords for them.

#### /// Choose the right cloud services

Select a cloud services provider who will provide the right services for your business. Check their data and security policies. Ask if they'll do backups and if they offer 2FA.

#### /// Only collect the data you need

The more data you hold about your customers, the higher your security risk. This data is valuable to attackers so reduce your risk by only collecting what you need.

#### /// Secure your devices

Enable security software, like antivirus, to prevent malicious software being downloaded to any device that accesses your business data or systems.

#### /// Secure your network

Configure network devices like firewalls and web proxies to secure and control connections in and out of your business network. Use a VPN that uses 2FA if you need to remotely access systems on your network.

#### /// Check financial details manually

If you need to pay a new supplier, or to change bank details, double check it manually — by phone or text — before you approve any payments. Do this for any unusual or unexpected requests too.

To report a cyber security incident, visit **www.cert.govt.nz**