CS Department ITC Presentation

Feb. 7th Friday

Campus-wide Security Audit

- When: Next month in March

- Who will be performing it: U.S. National Guard

- Who will it affect: EVERYONE

- What ITCs are doing to prepare
  - Updating all college servers to make sure they are running current operating systems and have all available security patches installed
  - Reminding college faculty/staff of the importance of securing confidential information by using encryption and maintaining a good password policy

Confidential Information

- Confidential information, educational records and user accounts are governed by federal and state laws and regulations, the CSU Information Security Policy and Chancellor's executive orders, and University guidelines, standards and Administrative Policies and Procedures.

- Definitions and Examples can be found at this website: http://www.calstatela.edu/its/itsecurity/guidelines/index.php

- It is your responsibility to review this information and secure any confidential information that you are **required** to keep

- If you are not required to keep confidential information please **delete** it from your computers. Take the time to look through old backups and delete any information that has confidential information such as social security numbers

- If you need to keep confidential information on your computers you need to encrypt that information either through file-level encryption (e.g. Excel encrypted spreadsheet with password) or use full disk encryption (e.g. BitLocker for Windows or FileVault for Mac)

Tools for Encryption

- You can find tools and instructions on doing **file-level encryption** one files such as word and excel documents here: http://www.calstatela.edu/sites/default/files/groups/Information%20Technology%20Services/security/its-1027-g_encryptionsecurity.pdf

- If you have determined that you are required to store confidential information on your computer and need to enable **full disk encryption** please submit an ECST ticket here to request it: http://www.calstatela.edu/ecst/itsupport

- If you have already reviewed the http://www.calstatela.edu/its/itsecurity/guidelines/index.php website and you are still unsure if what you are storing is considered confidential information please contact itsecurity@calstatela.edu to ask.

Passwords

- It is no longer OK to reuse the same password on multiple website.
  - For example don't use the same CalStateLA password on your AMC Theatres online website account. If there is a security breach of AMC Theatres and hackers obtain your password, they now have your CalStateLA password and login details if you used your CalStateLA email ad your username

- Consider using Password Managers such as LastPass or Dashlane
  - Both have basic plans that are FREE
  - You just have to remember ONE master password
  - Plug-ins available to have your web browser automatically enter username and password on websites
  - Allows you to use different complex passwords on different websites without the need to remember them all

Updates on Software and ITC services

- ECST MediaSite System end of life. **Taken OFFLINE this Afternoon**

- Adobe CC 2019 is current and requires login

- Older Adobe package are outdated, license ended

- Windows 7 support ended, must upgrade to windows 10

- Windows 10 build 1511 – 1703 also end of life cycle

- Current Windows 10 build is 1809 or later

Procedure for FACULTY BASELINE

- Faculty baseline update : new baseline units are on campus
will contacting each faculty on date of delivery,
  - **BACKUP your DATA** -

- Faculty baseline upgrade options:

  - Secure fund source

  - Get a price quote

  - Fill out form ITS-4816_abovebaselinecompapprovalreq.xlsx

CS Loaner Laptop Information

- **If students have any issues with their laptop after they have received it, please don't have student's come to any of our offices**. Please have them create an ECST ticket http://www.calstatela.edu/ecst/itsupport (blue button) if they need any I.T. support.

- We only issue **Windows 10** laptops.

- We will add Dr Kang's AD account and the class faculty's AD account as admins on the laptops. So if a student wants to install software at a later date, they can consult with Dr Kang or their class faculty to login for them to install the software.

How to request a Loaner Laptop

NOTE: We only have a total of 3 laptops, 1 currently available

1. Please have Dr. Kang create an ECST ticket on behalf of the loanee: http://www.calstatela.edu/ecst/itsupport (blue button) using Dr Kang'scampus login (So I know it is her who is authorizing the loan)

2. In the *short description* field, please say **"Computer Science   Laptop Loan - [student loanee name]"**
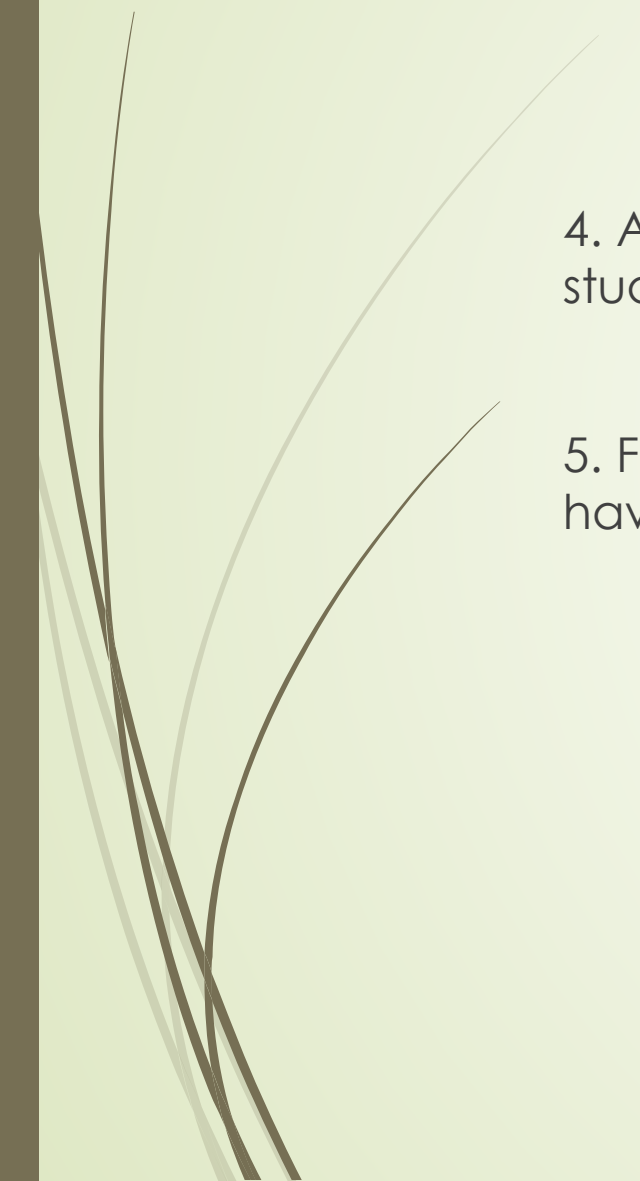
How to request a Loaner Laptop cont.

3. In the *description* field please provide the following information:

- **Student's full name**
- **Student's CIN**
- **Student's email**
- **Student's phone number**
- **Student's Class/Faculty**
- **List of software needed (please be specific on version and any add-ons or plugins needed)**
- **Special instructions (if necessary)**

How to request a Loaner Laptop cont.

4. After the ticket is submitted, we will prepare the laptop and contact   the student when it's ready for pick up.

5. FYI, I will ask the student to bring their campus ID to verify their   identity and have them sign a property loan form.

Software Request for Summer 2020

- Please make Software Requests at http://www.calstatela.edu/its/services/software/softform2.php

- We request you make software requests before the **middle of Spring Semester 2020**

- Summer 2020 is not available on the form, so please choose **Fall Semester 2020** and make a note that it is for Summer 2020 in the *Comments* box

- Specifically indicate if the software is needed for **Summer Intersession** in the *Comments* box

Computer Lab Upgrade Discussions

- Current furniture and computer set up in computer labs such as A210, A220, A309 does not work well for Computer Science classes

- CS Dept. would like to upgrade computer labs to be better suited for CS classes

- Need to involve CS dept. chair, ECST college deans, college resource manager, ECST ITCs, ITS, and hire a company to design and implement the computer lab upgrade

- Department/College needs to obtain funds for the computer lab upgrade

- Easier to implement in a department owned lab such as E&T C245 instead of a university owned baseline computer lab such as A210, A220, and A309

Sample Computer Lab in Salazar Hall (Rooms are much bigger there)