

Security

AntiVirus

In order to ensure that your computer and others on the network are protected against viruses. EMU requires an anti-virus program that is updated at least monthly and is operational at all times while your computer is connected to the network.

Here are some free options:

[Avast](#)

[AVG](#)

[Windows Defender](#)

Virus warnings

Most email virus warnings are actually hoaxes. Check a list of hoax warning to see if the virus is listed.

Hoax or not, do not forward virus warning emails. Just hit delete.

Virus and malware protection at EMU

Information systems is committed to protecting users, data and the network from viruses and other malware. The following mechanisms are in place to ensure it:

- Up to date anti-virus is required on all computers
- All servers run anti-virus software and scan files when they are accessed
- All inbound email is scanned for viruses and other malware

Protecting your computer

All EMU Windows computers have Microsoft Security Essentials and guests are required to have a functioning anti-virus client to gain access to the EMU network.

Practice safe emailing:

- Adopt a skeptical attitude. If you don't know something to be virus-free, assume it isn't. Always save attachments before opening. This will allow your anti-virus software to detect a virus or other malware. There is not reason to send an .exe file; if you receive one, delete it.
- Do not open any files with a double file extensions, (e.g. iamavirus.txt.vbs). Under normal circumstances you should never need to receive or use these.
- If you have to work at home, ensure that you follow the same procedures as you do at work. Viruses can easily be introduced into the institutional network along with work that has been done on a home computer.

Keep your computer up to date. All EMU computers automatically check for operating systems updates. You can configure your personal computer to do the same.

Copyright Infringement

When Information Systems receives notice of an alleged violation of U.S. copyright law:

1. Information Systems will research the alleged violation; and will identify and document the user associated with it.

Service Attributes
Service Category
Security
Service Name
AntiVirus
Audience
Faculty, Staff, Students, Affiliates
Service Cost
There is no charge for this service
Managing Team
User Services
Applications
Fortinet Endpoint Protection, Windows Defender

2. Information Systems will notify Student Life and the student about the violation. The notice to the student will be sent to the student's EMU-provided email address.
3. Student Life will meet with the student to explain the situation and require that the student remove the software and/or intellectual property that violates copyright law. The student will sign the statement below.
4. The student will bring their device(s) to the Information Systems Helpdesk for verification that the software and content has been removed.
5. After verifying that the student has met with Student Life and removed any software and content that violate U.S. copyright law, Information Systems will remove the restriction on the student's internet access.
6. Information Systems and Student Life will keep documentation on the actions that were taken. The first incident will not be recorded in the student's discipline file. Subsequent incidents will be recorded in the student's discipline file and the student will need to pay \$25 to have the internet access restriction removed.

Digital Millennium Copyright Act Designated Agent

Service Attributes
<p>Service Category</p> <p>Security</p>
<p>Service Name</p> <p>Copyright Infringement</p>
<p>Audience</p> <p>Faculty, Staff, Students, Affiliates</p>
<p>Service Cost</p> <p>There is no charge for this service</p>
<p>Managing Team</p> <p>Information systems</p>
<p>Applications</p> <p>There are no supporting applications associated with this service</p>

Endpoint Encryption

All EMU laptops have full-disk encryption.

Service Attributes
<p>Service Category</p> <p>Security</p>
<p>Service Name</p> <p>Endpoint Encryption</p>
<p>Audience</p> <p>Faculty, Staff, Affiliates</p>
<p>Service Cost</p> <p>There is no charge for this service</p>
<p>Managing Team</p> <p>User Services</p>
<p>Applications</p> <p>Bitlocker, Filevault</p>

Multi-Factor Authentication

Multi-Factor Authentication (MFA) is required for access to various EMU services. MFA accompanies your password in the authentication process, adding an additional method of verification to make sure only you can sign in with your username. With MFA enabled, even if someone has your password, they can't get in because they don't have access to your authenticator app or code generating card.

[Enroll in MFA \(instructions with pictures\)](#)

[MFA Troubleshooting](#)

[MFA Questions](#)

[Services Requiring MFA](#)

**Service
Attributes**

**Service
Category**

Accounts & Access
Security

**Service
Name**

Multi-Factor
Authentication

Audience

Faculty, Staff,
Students, Affiliates,
Retirees

Service Cost

There is no charge
for this service

**Managing
Team**

Network Systems

Applications

MS Azure Active
Directory

Security Consulting

Information Systems provides consulting on security matters as requested.

[Protecting Yourself Against Phishing](#)

**Service
Attributes**

**Service
Category**

Security

**Service
Name**

Security Consulting

Audience

Faculty, Staff,
Students, Affiliates

Service Cost

There is no charge
for this service

**Managing
Team**

Network Systems

Applications

There are no
supporting
applications
associated with this
service

Security Education

Information Systems provides
education on security practices.

[Avoid Phishing Attempts](#)

[Forged Email Messages](#)

[HEOA P2P Disclosure](#)

[Royal Account Security](#)

Service
Attributes

**Service
Category**

Security

**Service
Name**

Security Education

Audience

Faculty, Staff,
Students, Affiliates

Service Cost

There is no charge
for this service

**Managing
Team**

Information
Systems

Applications

There are no
supporting
applications
associated with this
service

Security Incident Response

Security incidents should be reported Information Systems within one hour. Time is critical during an active incident, and reporting an incident promptly will allow more time for Information Systems to identify the root cause and implement measure to contain the threat.

Service Attributes
<p>Service Category</p> <p>Security</p>
<p>Service Name</p> <p>Security Incident Response</p>
<p>Audience</p> <p>Faculty, Staff, Students, Affiliates</p>
<p>Service Cost</p> <p>There is no charge for this service</p>
<p>Managing Team</p> <p>Network Systems</p>
<p>Applications</p> <p>There are no supporting applications associated with this service</p>

SSL Certs

IS manages all SSL certificates for emu.edu. SSL certificates are used to protect EMU online services.

SSL is the encryption of data in transit for EMU services.

**Service
Attributes**

**Service
Category**

Data & Servers

Security

Websites

**Service
Name**

SSL Certs

Audience

Information
Systems

Service Cost

There is no charge
for this service

**Managing
Team**

Network Systems

Applications

There are no
supporting
applications
associated with this
service