

TRAVEL SECURE



**Did you
know...**

1
laptop
is stolen

every
53
sec

70
million smartphones
are lost each year

only
7%
recovered

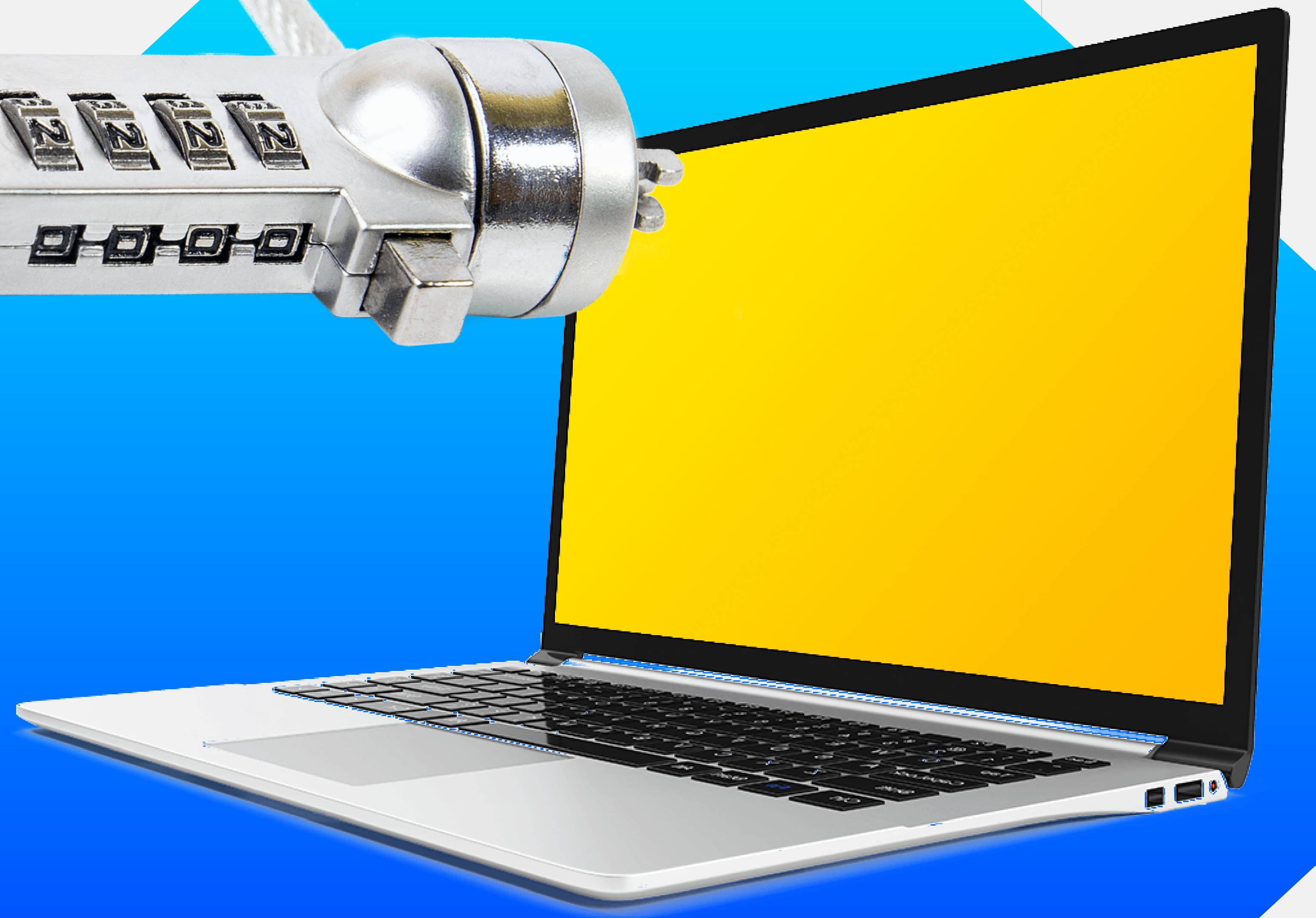
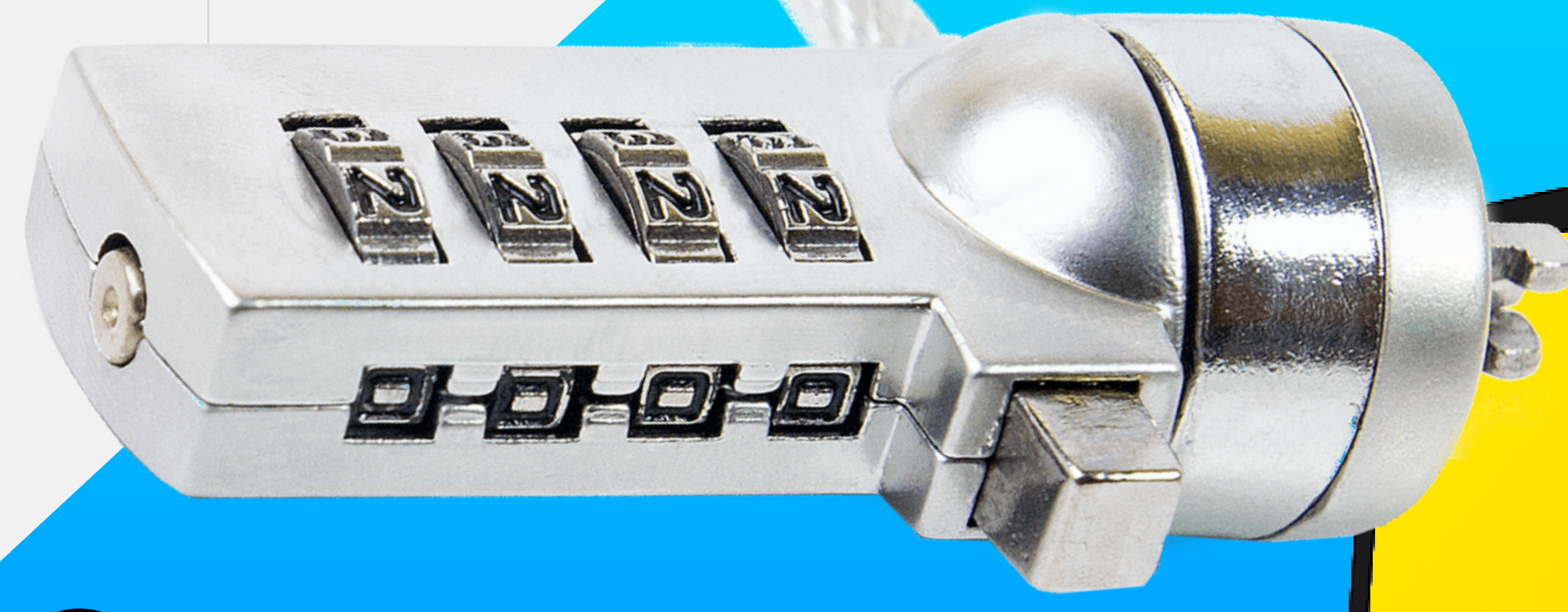
Whether you're passing through an airport,
working virtually in a café, or collaborating
in an open office space,
**be cautious with the sensitive
information in your care.**
Check out these easy and effective tips
for working securely on the go!



Physically secure your laptop when working in the office

For example, you plan to meet someone for a 15-minute coffee chat and are working in an open office area.

Use a security cable to lock your laptop before leaving.



Physically secure your belongings when working in public

For example, you are working at a café and need to use the restroom. Pack up your work devices and bring your bag with you. Do NOT rely on others to watch your belongings for any length of time.



Physically secure work devices on-the-go

For example, you are leaving work and need to run errands before going home. **Rather than tossing your laptop bag on a seat in plain sight, put it in the trunk before you drive away.** That way, no one will see your laptop or watch you transfer it to the trunk in public.



Physically secure work devices in carry-on luggage

For example, you have a checked bag and small carry-on when traveling. Even if you don't plan on working on the plane, **always keep your work devices with you in your carry-on so you know where they are at all times.**




Prevent Unintentional sharing of sensitive information

Here are some additional tips to **protect yourself** from snooping minds and prying eyes **while on-the-go!**

Avoid public networks

Avoid use of public networks and wireless hotspots whenever possible so others cannot see your information.

For example, while traveling, you are in your hotel room and need to connect to WiFi to finish some work. Use your company or client VPN (Virtual Private Network) when available, **confirm authenticity of the network**, or use **personal hotspots** when possible to be extra safe.



25%
of Wi-Fi hotspots
are unsecured

FREE

Wi Fi

Avoid public charging stations

Avoid using public USB charging stations - It takes as little as 3 minutes to install a third-party application - like a virus - onto your phone via a public USB charger.

For example, you are traveling in an airport and need to charge your devices. Keep a computer and phone charger in your bag so you can **plug into a wall outlet instead** of a public USB charging station.

it takes
3 min
to install
a virus



Avoid being eaves-dropped on

Prevent snoopers from hearing or seeing anything about your work. **Never discuss sensitive business information in public** or open spaces.

For example, you are traveling in a shared car and receive a call from your manager to prepare for a presentation that day. **Be cognizant of your surroundings** and hold off on conversations that include sensitive information until you are in a private setting.



Avoid prying eyes

Prevent snoopers from seeing anything about your work. **Never expose sensitive information in public** or open spaces.

For example, you are working on the train commuting to work and pull up a document with sensitive information. **Use a privacy screen** to avoid prying eyes.



TRAVEL SECURE

Travel smart, travel safe, and travel secure.
Wherever, whenever.

