



COMMERCIAL BANK

THE IMPORTANCE OF COMPUTER LITERACY

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WHAT IS COMPUTER LITERACY?

Computer literacy is a measure of comprehension of computers and their basic functions, as well as the risks that are associated with using your personal information to access the internet.



Your personal data can include information such as your full name, birthday, address, health records, banking information (!), and even your social security number. Most hackers target those that are not computer literate in order to obtain this information without their consent. Luckily, there are ways to protect yourself and your personal data - these best practices all encompass exhibiting adequate computer literacy.

THE VALUE OF DATA



Data is one of the most valuable resources in the modern era, and it becomes more valuable every year. In fact, a 2020 study revealed that your personal information is worth around \$300 on the black market. Additionally, **the year 2022 saw 422 million individuals become cybercrime victims. That is over 125 billion dollars of personal information stolen!** What is your personal data worth to you?

WHY IT MATTERS



Those who hold positions of power are more likely to be targets of cyber attacks. This includes politicians, celebrities, and large business owners. One of the best reasons to care about computer literacy is to not only protect yourself, but also protect your business, your fellow colleges, and most importantly, your customers.

COMPUTER LITERACY AT COMMERCIAL BANK

At Commercial Bank, the IT Department as an entity does many things to promote and follow good computer literacy skills and protect both customer and employee data. In addition to being passionate about computers and technology, our IT staff follows guidelines and regulations we have set in place, such as:

- Requiring mandatory monthly password changes
- Storing company files internally, so they never touch the internet
- Utilizing a Firewall and antivirus software to prevent external attacks and infection of malware
- Integrating real-time monitoring of network traffic (what information comes and goes) to look for suspicious activity
- Making daily, weekly, and monthly backups of data so they can be restored in the event of an emergency

COMPUTER LITERACY BEST PRACTICES

HOW TO PRACTICE COMPUTER LITERACY IN YOUR DAY-TO-DAY LIFE

1 PASSWORDS

Passwords are your "keys to the kingdom" - both for you, and a potential hacker. **Choosing complex passwords that you do not reuse, storing them in a secure place, and changing them often** can prevent a hacker from ever getting close to your data.

2 BE WEARY

Many data breaches are caused by user error - meaning it is the users fault. One of the best ways to avoid this mistake is by being cautiously weary. **Always make sure you trust those you share information with online, and never visit a site or click a link that seems suspicious.**

3 UPDATE YOUR DEVICES

As devices and software become outdated, hackers have more time to learn how to hack them. **Keeping your devices updated allows any security vulnerabilities to be remediated, so you always have the best protection.**