



## FEATURED PROJECTS & INITIATIVES

**IT Client Services:** Our computer replacements are nearly complete, and you may notice new computers in numerous classrooms and even the Open Lab.

**IT Systems:** New Collaboration with Synergy Gateway Inc - "Verified" Platform.

We're pleased to announce our partnership with Synergy Gateway Inc. This brings you access to "Verified", an advanced platform for digital management of placement requirements. Refer to the "Placement" tab on your Program page for details.

**IT Enterprise:** As part of the College's continued efforts to provide a secure, stable, and robust IT infrastructure, our on campus next generation firewalls (NGF) have been refreshed and upgraded.

This upgrade provides Enterprise IT the opportunity to explore over 125 new enhancements and features.

These features can now be leveraged in conjunction with our present offerings to offer an even more integrated and user-friendly experience for both staff and students.

This all happens in the background while mitigating the ever-present security threats that are monitored and eliminated each day using this critical piece of hardware, while at the same time allowing students and staff to access the resources they need to Start HERE, go anywhere!



## MONTHLY FEATURES

## IT CLIENT:

[FrontDesk is here; learn a little more about what it is and how its going to make your life easier](#)  
[Teacher Station](#)  
[Upgrades and what it means to you](#)

## IT ENTERPRISE:

[Give your hands a break, a guide to automating repetitive tasks](#)

## IT SYSTEMS:

[Time to Clean Up that Cache](#)



## TEAM SPOTLIGHT

Our Spotlight this month is shining on Adrian D. He is our newest hire in IT Services.

Adrian comes to us with over **25 years** of IT experience spanning Automotive, Telecom, Managed-Service Providers and Healthcare industries, including time with WECHC and CMHA.

He enjoys 3D printing, laser engraving and CNC when he gets some spare time.

**Welcome to St. Clair Adrian!**



## THE CYBERSECURITY CORNER

### Safeguarding Your Inbox: A Guide to Email Security for Everyone

In today's interconnected world, email has become an essential part of our daily lives. It's how we communicate, share important information, and conduct business. However, the convenience of email also comes with potential risks to our privacy and security. In this article, we'll explore some key tips and best practices to help you enhance your email security and protect yourself from cyber threats.

#### 1. Beware of Phishing Attacks:

Phishing is a deceptive tactic used by cybercriminals to trick you into revealing sensitive information, such as passwords or financial details. Be cautious of emails that ask for personal information or direct you to click on suspicious links. Always verify the sender's email address and double-check the legitimacy of the request before taking any action.

#### 2. Strong Passwords Are Your First Line of Defense:

A strong password is your shield against unauthorized access. Create passwords that are a combination of uppercase and lowercase letters, numbers, and special characters. Avoid using easily guessable information like birthdays or names. It's also a good practice to use different passwords

for different accounts to prevent a domino effect if one account is compromised.

### **3. Enable Two-Factor Authentication (2FA):**

2FA adds an extra layer of security by requiring a second form of verification in addition to your password. This could be a temporary code sent to your phone or generated by a mobile app. Even if someone gains access to your password, they won't be able to log in without the second factor.

### **4. Keep Software Updated:**

Regularly update your email client and operating system to ensure you have the latest security patches. Cybercriminals often target vulnerabilities in outdated software. By keeping everything up to date, you reduce the risk of falling victim to attacks.

### **5. Be Wary of Attachments and Links:**

Attachments and links can be used to spread malware or direct you to malicious websites. Avoid opening attachments or clicking on links from unknown or unexpected sources. If you're unsure, contact the sender directly to verify the authenticity of the email.

### **6. Secure Your Wi-Fi Network:**

If you access your email over a Wi-Fi network, make sure it's secure and password-protected. Public Wi-Fi networks are especially risky, as they can be easily exploited by hackers. Consider using a Virtual Private Network (VPN) to encrypt your internet connection and add an extra layer of protection.

### **7. Regularly Monitor Your Accounts:**

Frequently review your email accounts for any unusual activity. Check your sent folder, contacts list, and email forwarding settings to ensure they haven't been tampered with. If you notice any suspicious activity, change your password immediately and report it to your email service provider. By following these simple yet effective email security practices, you can significantly reduce the risk of falling victim to cyber threats. Remember that staying vigilant and informed is the key to maintaining a safe and secure online presence. Your email is a gateway to your personal and professional life-let's make sure it remains protected.



## **GRIFF'S PRO TIP OF THE MONTH**

Instead of making complicated passwords that have someone's birthday in them, use a sentence that makes sense to you. "**My favourite music is rock**" or



"My car is red". If you need a number and a special character, ask yourself a question. "**Is one plus one 3?**" or make a statement "**One plus one is 2!**" These types of sentences are easier to remember because they makes sense, but the combination of letters, numbers and spaces are harder to crack.

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## THIS MONTH'S CONTEST

**Can you spot the differences between the two photos below?**

Find all the differences and then submit your guess with the total number *(and what the differences are)*.



*(Click on the photo to open a larger web version)*

Use this [online form](#) to submit your answer. Three (3) winners will be chosen at random.

[Click here to see contest rules.](#)

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## LAST MONTH'S CONTEST WINNERS

**Congratulations to our 3 WINNERS from last month's contest!**

They located all of the hidden griffins within the newsletter AND articles!

**25 Griffins were hiding on you!**

*12 were located within the newsletter and another 13 throughout the 3 linked articles.*

**Dianne Tokar**

**Maya Paglia**

**Amy Claydon**

**HOURS OF OPERATION:**

**IT HELPDESK (x2500)**

Mon-Thu: 8am to 8pm  
Fri: 8am to 7:30pm

**IT CLIENT SERVICES**

Mon-Fri: 8am to 10pm  
September - June

**IT AUDIO/VIDEO**

Mon to Thu: 8am to 8pm  
Fri: 8am to 7:30pm

Mon-Fri: 8am to 5pm  
June-September

Something you'd like to see in future issues?

[Drop Us a Line](#)

I agree to receive electronic messages from St. Clair College containing information and offers with respect to activities and services that may be of interest to me. I may withdraw this consent at any time by [unsubscribing](#).