



Information Technology

Cybersecurity & Email Tips

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Cybersecurity at UofT

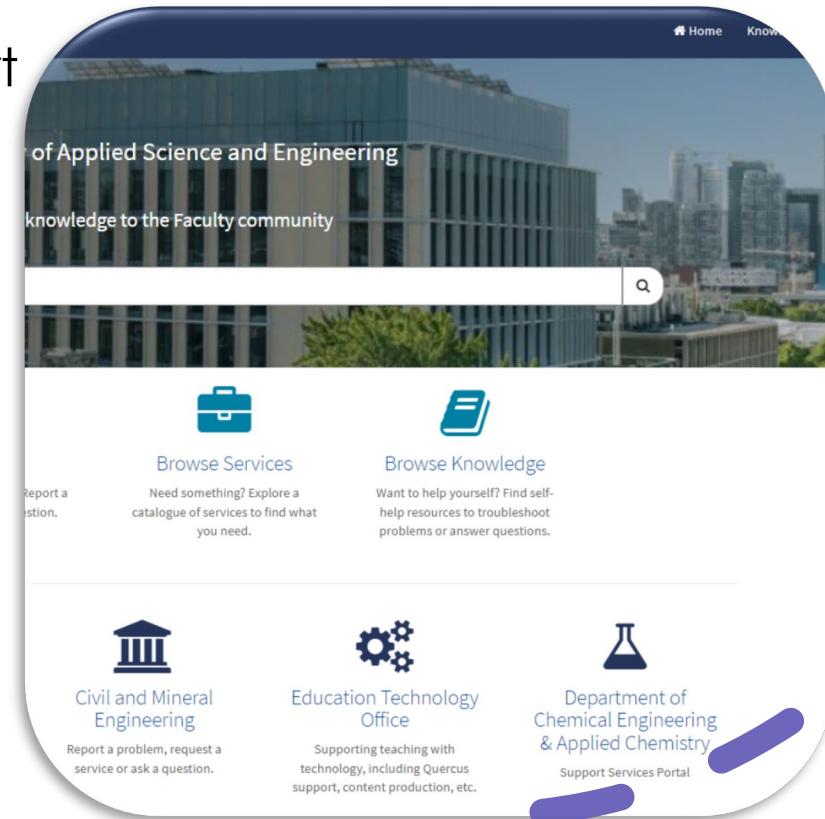
- UORMFA
 - **University of Toronto – Multi-Factor Authentication**
 - **Always be sure that you are the one triggering the log-in prompt for multi-factor authentication.**
- Casual Winter/Summer Jobs Phishing/Spam Emails
 - **UofT has official job boards that end in a webpage with utoronto.ca**
 - **Do not click on any other links that claim to hire via “click the link here”.**
 - **Official Job Boards for Students & Staff:**
 - <https://clnx.utoronto.ca/students/overview.htm>

Email Etiquette

- Replies
 - **Use Reply-All sparingly and when needed.**
- Suspicious Emails
 - **Unsure if phishing or spam?** Send to IT!
 - Report to IT of any suspicious links clicked on, ASAP.
- Listservs / Mailing Lists
 - Template: **placeholder_email@chem-eng.utoronto.ca**
 - These are emails that are mailing lists that comprise of other members that are automatically added to the list as active members of UofT.
 - These are not emails for specific individuals.
Feel free to use them to contact a broader community of students and individuals to garner discussion & collaboration.

Ticketing

- <https://uthrprod.service-now.com/engineering>
 - Department of Chemical Engineering & Applied Chemistry > IT Help and Support > Fill out Ticketing Form.
 - Example:
 - Ticket INC 12345678 will be created.



Computer Security Policies

- **All staff, students and faculty of the U of T are bound the following policies and guidelines!**
- **University of Toronto's "Appropriate Use of Information Technology" Policy**
- **"The U of T Code of Student Conduct" (found in the Course Calendar and Student Guide)**
- All Network traffic to and from the Campus is audited.