



24/7 MONITORING | VIDEO SURVEILLANCE | INSTALLATION | PATROL

Boyd Bugle

BOYD & ASSOCIATES
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Quarterly Dispatch

Digital Spring Cleaning



Many of us are familiar with the concept of spring cleaning. This year, consider taking some time to spring clean your digital life, too. Just like your home, your digital life can become cluttered; things pile up, get out of date, get lost, are no longer needed, or need some care.

Here are a few tips for refreshing, renewing, and reinvigorating your cyber life:

1. Review your online accounts.
2. Update your devices.
3. Tune up web browsers.
4. Purge old digital files. (Keep company retention requirements in mind when purging work files! Talk to your IT department for assistance in disposing of sensitive information).
5. Lock down your login.
6. Refresh your online presence.
7. Back up your files.
8. Dispose of electronic devices securely.

Cybersecurity is an active and ongoing process. For additional news and updates on how best to maintain cybersecurity, check out the blog section of our website.



BOYD & ASSOCIATES SAFETY TIPS DIGITAL SPRING CLEANING

WEEK 1

Keep Clean Machines



Make sure that all web-connected devices are free from malware and infections.

WEEK 2

Make Sure You're Secure



Enhance the security of your online accounts, a fast and simple way to be safer online.

WEEK 3

Digital File Purge and Protection



Tend to your digital records, PCs, phones and any device with storage just as you do for paper files.

WEEK 4

Clean Up Your Online Reputation



Parents and older kids with social media accounts can take an active role in making sure their online reputation is squeaky clean.



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RESOURCES TO HELP YOU AGE IN PLACE

HERE ARE SOME RESOURCES TO START WITH:

Reach out to people you know. Family, friends, and neighbors are the biggest source of help for many older people. Talk with those close to you about the best way to get what you need. If you are physically able, think about trading services with a friend or neighbor. One could do grocery shopping, and the other could cook dinner, for example.

Learn about community and local government resources. Learn about the services in your community. Health care providers and social workers may have suggestions. The local Area Agency on Aging, local and state offices on aging or social services, and your tribal organization may have lists of services. If you belong to a religious group, talk with the clergy, or check with its local office about any senior services they offer.

Talk to geriatric care managers. These specially trained professionals can help find resources to make your daily life easier. They will work with you to form a long-term care plan and find the services you need. Geriatric care managers can be helpful when family members live far apart.

Look into Federal Government sources. The federal government offers many resources for seniors. Longtermcare.gov, from the Administration for Community Living, is a good place to start.

AGING IN PLACE

TIPS ON MAKING HOME A SAFE AND ACCESSIBLE

Many older adults want to “age in place” - stay in their own homes as they get older - but may have concerns about safety, getting around, or other daily activities.

A few changes could make your home easier and safer to live in and help you continue to live independently.



Don't use area rugs and check that all carpets are fixed firmly to the floor.



Replace handles on doors or faucets with ones that are comfortable for you to use.



Install grab bars near toilets and in tub or shower.



Reduce fall hazards: Place no-slip mats or non-skid mats on tile and wood floors or surfaces that may get wet.



Place light switches at the top and bottom of stairs and remember to turn on night lights.

Tips from the *Nation Institute on Aging*

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For details, please visit our website at www.boydsecurity.com and click the “Leave Us a Review” tab.