



مولانا آزاد نیشنل اردو یونیورسٹی

MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

(Accredited with 'A' Grade by NAAC)

مولانا آزاد نیشنل اردو یونیورسٹی

May 11, 2017

KIND ATTENTION ALL ICT USERS

We have been receiving email from abuseteam@nkn.in since last one month regarding the BOTNET and other attacks on our server. It is also reported that emails were sent to blacklist woody.ch spamtrap from the PCs on MANUU network.

In order to ensure security of their data and also MANUU's ICT infrastructure, all ICT users in MANAUU are required to follow the following guidelines:

1. Install good and preferably free Antivirus software and keep it running in updated condition.
2. Enable Operating System firewall.
3. Do not work with Windows Administrator Account, instead create a user account in Windows Operating System and use this account for routine operations.
4. Do not download attachments from suspicious looking emails or emails from unknown sources unless you understand their relevance and context.
5. If some pop up asks for your permission to execute, don't allow it unless you know that you know that program is initiated by you.
6. Make regular backup of important files on USB Disks or elsewhere. In case you want to store on cloud, it is advisable to zip all the files and make the zip archive password protected before storing.
7. Use strong passwords for all your accounts and don't ever share them with anybody. (Minimum length 8 characters with at least one alphabet, one number and one special character @ # \$ % & * !)

CIT technical staff is visiting your department / office in order to ensure smooth functioning of ICT services. You are requested to co-operate with the CIT staff to carry out bug fixing if any, installing Antivirus and assess the IT resources / utilization in your department/office.

In case of any further information, please feel free to contact CIT.

Joint Director

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