

# NOTICEBORED

## Security awareness test on Physical IT security

### Question 1

Before leaving the office at the end of the working day, you should:

- a) Lock your desk drawers, filing cabinets *etc.*
- b) Log off the computer
- c) Clear your desks of sensitive/valuable paperwork, computer disks *etc.*
- d) All of the above

### Question 2

You notice a stranger wandering around the office with a clipboard. You should:

- a) Firmly challenge them to prove their identity immediately
- b) Call Site Security
- c) Politely ask to see their staff/visitor's pass and reunite them with the person they are visiting
- d) Ignore them – they presumably know what they are doing

### Question 3

Although you can't see flames, you are sure you can smell smoke in the office. You should:

- a) Ignore it – someone else will probably have reported it
- b) Call the emergency number straight away
- c) Grab a fire extinguisher and go look for the source
- d) Shout for help and run away

### Question 4

Your company laptop has gone missing on a business trip. You should:

- a) Purchase a replacement from a local computer store, hoping no-one will notice
- b) Call the emergency number straight away
- c) Call the IT Help/Service Desk as soon as possible
- d) Look for another job

### Tie-breaker

Complete the following sentence: *Physical IT security is vital because ...*

When you have completed the test

Email your answers to Information Security. A prize will be awarded to the entry with the most accurate and creative answers, as judged this month by the Site Security Manager. The answers, along with the winner's details and the best tie-breakers, will be available on Information Security's intranet website from early next month.