Data Security Script
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Introduction
• Do you share materials, ideas, or information?
• Do you travel internationally?
• While such activities are key components to global and collaborative research, they also present cybersecurity risks.
• Fortunately, there are steps you can take to maintain the integrity of your data and protect your information and devices.
• Let’s talk more about data security safeguards and export control considerations related to data security, transferring and sharing research materials, and international travel.

Sharing materials, ideas, and information
Data Security
• Researchers must make sure they understand how their data is protected.
• Often, the Researcher must make specific decisions, like using campus offered services, to ensure that their data is adequately protected.
• Unsecured data can be compromised and manipulated, making it unusable.
• To manage the safety, security, and integrity of your research, you should:
  o Identify sensitive research data, and
  o Back up your data in a secure manner.
  o Make sure your data and research computing resources are recorded in the Location inventory.
  o Contact your unit or division IT Administrator for assistance with this.

Transfers and sharing intangible research materials
• When disseminating materials, ideas, or information, you should remember that U.S. export controls apply to intangible items as well as physical commodities.
• You may need to obtain an export license before you share:
  o Software, algorithms, encryption code, unpublished data, information not in the public domain, patented information, or third-party intellectual property.
• For assistance, consult your local export control office.
• Note that there are also limitations to publicly sharing research data depending on copyright ownership and certain contracts and policies.
  o This can be a source of confusion.
  o For assistance, consult your local campus Research Compliance Office.

International Travel
• International travel can present unique cybersecurity challenges.
• For example, connecting your device to networks in any unfamiliar places can expose your data or devices to malicious people, entities, or software.
• As a higher education traveler, you may be specifically targeted by cybercriminals and nation-state actors who wish to steal your intellectual property.
• If you are traveling with electronic devices, consider the following steps to **protect your information**:

**Before your trip**
- **Leave your data and/or device** at home or **use a loaner**, which does not contain controlled data or technology. Many UC Locations have loaner device programs; contact your local IT Administrator for assistance
- **Back up your data**; and
- **Set up a Virtual Private Network (VPN) and/or Multi-factor Authentication (MFA)**; contact your IT administrator for help with this.

**During your trip**
- **Do not leave your device unattended**
- Only **use trusted accessories**
- Do not enter your credentials on public access computers; and
- **Connect only to known Wi-Fi networks**

**After your trip**
- **Reset passwords** used; do this from a trusted device
- **Wipe** temporary devices
- **Delete** unneeded applications; and
- Run **anti-malware scans**; contact your IT administrator for help with this.

**Conclusion**
- There are steps you can take to manage the safety and security of your research.
- Whether at your home, campus, or abroad, protect your data.
- This message has been brought to you by the University of California Ethics, Compliance & Audit Services and Risk & Safety Training.

**Resources:**
- [Important Security Controls for Everyone and All Devices](https://ucop.edu/systemwide-info-security/security-controls.html) (UCOP, Systemwide Information Security)
- [Identify and Safeguard Controlled Information](https://ethics.ucop.edu/controller.html) (UCOP Ethics, Compliance and Audit Services)
- [Campus Contacts](https://risk.ucop.edu/campus-contacts.html) (Export Controls)
- [Export Controls](https://risk.ucop.edu/controls.html) | eLearning (UC Risk & Safety Training) *Also view in the UC Learning Center*
- [Campus Risk Managers](https://risk.services.ucop.edu/campus-risk-managers.html) (Risk Services)