ARTS COMPUTING OFFICE
LUNCH SESSION
SPRING 2014

August 14, 2014
Noon-1:00pm

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AGENDA

• Digital signage with Visibull
• Videoconferencing and online meetings
• Mobile security
• Printing updates
WHAT IS VIDEOCONFERENCING?

Remote Audio and Visual Connections for:

• Job/Graduate Interviews
• Meetings
• Thesis Defences
• Lectures
CAN I REQUEST VIDEOCONFERENCING SUPPORT FROM THE ACO?

• The Arts Computing Office can provide the hardware and software required

• Room arrangements generally handled by requestor, but accommodations can be made if advance notice is given

• Several software options available
## Videoconferencing Options Overview

<table>
<thead>
<tr>
<th>Videoconferencing Options</th>
<th>Skype</th>
<th>Google+ Hangouts</th>
<th>IST Videoconferencing Rooms</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Maximum client connections</strong>?</td>
<td>Up to 10</td>
<td>Up to 10 clients, but unlimited viewers</td>
<td>30+, depending on room</td>
</tr>
<tr>
<td><strong>Screen Share?</strong></td>
<td>Yes</td>
<td>Yes, no webcam feed**</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Installation?</strong></td>
<td>Skype client software</td>
<td>Browser plugin</td>
<td>No</td>
</tr>
<tr>
<td><strong>Account/registration required?</strong></td>
<td>Skype account</td>
<td>Google+ account</td>
<td>No</td>
</tr>
<tr>
<td><strong>Session recording?</strong></td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

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* Client connection is a machine that has joined the video call

** Google+ Hangouts usually replaces your webcam feed with the shared screen. However, a webcam feed can be added to the screen with the use of another software.
WHY IS IT IMPORTANT?

• Your mobile device contains your personal and confidential information
• What information is on your mobile device?
  » Contacts
  » Calendar
  » Photos
• What services do you access on your mobile device?
  » Online Banking
  » E-mail
  » Facebook
• Do you access confidential UW Information on your mobile device?
  » Policy 8 – Information Security applies to you
PASSWORD LOCK YOUR DEVICE

• Simple way to protect your data
• Alpha-numeric passwords
  » Android
  » Blackberry
  » iPhone/iOS
• Numeric only password
  » Windows
• Add a timed lock out
• Instructions found at Lock It Down
PASSWORD ALTERNATIVES

• Android
  » Lock Pattern
    • Swipe pattern on a 3x3 grid of dots
  » Face Unlock
    • Uses a stored photograph and facial recognition software

• Blackberry
  » Picture Password
    • combination of a picture and grid of random numbers

• iPhone 5s
  » Fingerprint scanner

• Windows
  » Picture Password
    • three-step pattern of mouse or finger movement
ENABLE PHONE LOCATION

• Common features
  » Remotely locate device using GPS
  » Ring at full/high volume
  » Remote lock/Reset password
  » Display personalized recovery message
  » Wipe data/Reset to factory default

• Device must be on and have internet connection

• Instructions found at Lock It Down

Built-in Software:
• Android Device Manager
• Blackberry Protect
• Find my iPhone
• Find my Phone
ENCRIPTION

• Encodes your data in such a way that only you (or someone with the password) can read it
• Must first set device password
  » Android
    • Can’t turn off encryption without factory reset
  » Blackberry
  » iPhones/iOS
    • Some data automatically encrypted when device password set
• Windows
  » Not built-in
2-STEP VERIFICATION

• You can use your mobile device to secure your online accounts
  » Online Banking
  » Google/Gmail
  » Facebook, LinkedIn
  » Dropbox

• Requires a second piece of information to authenticate

• Most common method is to text a validation code to your mobile device
PRINTING UPDATE - 1

- Ongoing budget constraints >> review of print and copy usage >> request to implement user limits on these devices
- Print support in Arts is implemented via
  » personal printers,
  » ACO and department purchased printers
  » Retail Services fleet copier/printers
- The Xerox fleet printer/copiers are the only devices that support an internal accounting system
  » both print and photocopy usage can be logged and limited, but this requires inputting access codes for each user.
  » However, there is an issue with the current Xerox driver for the Mac systems.
• In addition we've been logging all print jobs that print through our Nexus print server for over two years and we've been working on a system to provide usage reports from these logs.

• For those that want to control photocopying and printing we suggest implementing access control for photocopying and we will provide printer usage reports for your printers.
QUESTIONS?

• Thank you for attending!
• Comments/questions/feedback may be directed to:
  » Cassandra Bechard, cbechard@uwaterloo.ca
  » Dawn Keenan, dkeenan@uwaterloo.ca