

# Technology Department Newsletter



## Avoid Phishing Attacks

Some staff are still clicking on/replying to phishing emails - please be vigilant of suspicious emails and check the sender's email, not just the sender's name, before responding.

## Tech Committee Meeting Dates

**All Are Welcome**  
January 28, 2019  
March 11, 2019  
April 8, 2019

## Website Unblock Request Link

Here is the URL for the [Unblock Website Request Form](#). Please share this link with your students.



Please don't hesitate to [contact us](#) with any questions!

## New Law: HB 1612

The State has passed new legislation requiring every school district to have a data and privacy governance plan. One of the requirements of the plan is to have an inventory of all programs containing student or staff data. Please fill out the following Google Form listing any and all software or websites you currently use that contains student data. This includes, but is not limited to:

- \*Any websites students sign into
- \*Anything that contains their name or biographical information
- \*Anything that tracks any sort of progress
- \*Notification, disciplinary, and/or behavioral websites and software

[Software/Website Use Google Form](#)

## 2-Step Verification

### Set up 2-Step Verification

1. Go to the [2-Step Verification](#) page. You might have to sign in to your Google Account.
2. Select **Get started**.
3. Follow the step-by-step setup process.



Once you're finished, you'll be taken to the 2-Step Verification settings page. Review your settings and add multiple verification methods.

After the initial setup, you may print out a list of codes that can be used as an alternative to receiving the codes on your phone.

**\*\*Note: Initial setup needs to be done on a PC, not a Chromebook.\*\***

**Due to weekly account security breaches, 2-Step Verification will be mandatory starting December 11th. Please set this up before then, and if you need help let us know.**