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# Data Security Offers Peace of Mind

By Nick Chiamardas

Securing your business can often times be quite an undertaking. Whether your business is online or in a busy store front, security is always top-of-the-mind for every business owner. From installing state-of-the-art alarm systems to internet and email security, nothing commands more attention to detail. But what about when it comes to your business documents and other important records or data?

Every year, businesses lose out on millions of dollars and sometimes are even forced to close permanently due to a severe security breach or other loss of important records or data. Think about it. What if your business experiences an emergency where all of your customer's important information is destroyed or lost? Will your business survive? Will your customers' information be safe? Will your customers hold your business responsible should their information be compromised? If the

answers to these questions scare you, it's time you look into securing your important files and documents.

Brent Huston, CEO and self proclaimed Security Evangelist of MicroSolved, Inc (Columbus, Ohio) had this to say about data security. "The essential keys to ensuring the security of documents, be they digital or physical, are mostly the same. You have to protect their confidentiality, integrity and availability throughout their entire life cycle. For physical documents, this means things like making sure that filing cabinets are locked, that things are filed correctly and that when they have expired, that they are shredded using a cross-cut shredder. For digital documents, all of those things are in the cyber world. You have to make sure that your PC and network is secure by using firewalls and anti-virus and by keeping your patches up to date. These are

the same as "locking your cyber-cabinet". If data is truly sensitive, then it should be encrypted using a mechanism like PGP or TruCrypt. Once a piece of digital data has outlived its lifespan, it should be destroyed using something like PGP shredder to make sure that it is truly gone and not just simply "deleted".

Securing important documents is actually quite easy once you know where to turn. There are several companies located in and around the greater Tallahassee area that offer document management and file storage. Many of these places will also provide other services such as document shredding and even store electronic data. Sure, there will be some cost involved in securing your businesses important records and data, but wouldn't you rather have peace of mind knowing all of the important information on your business and its customers is safe and sound?