Remote depositions require stricter security precautions

1. Be sure the methods you use to send materials are secure and encrypted. If you use a scopist or proofreader, consider using a service such as DropBox, Gmail Drive, Microsoft OneDrive, Citrix ShareFile, Hightail, etc.
2. Ensure that your operating system is up to date.
3. Computer security: Do not leave your computers unattended. Your computers should automatically lock after a period of non-use. Computer use should be limited to yourself only.
4. External drives and flash drives should be password protected and/or encrypted.
5. Archive your completed/old case materials on an encrypted and password-protected storage device or an encrypted and password-protected cloud environment. Keep only recent matters on your personal computer.
6. Install anti-virus software and make sure it is up to date.