

## Set a maximum password age, length and complexity policy:

- How do I solve this problem?

1. Open **Control Panel** -> click **Administrative Tools** -> Click **Local Security Policy**

Select **Password Policy** -> double-click **Maximum password age** -> type in “90” or arrow up to “90” in the text box and then select **Ok**.

2. In the same **Policy Window** double click **Minimum password length** -> set to “12” characters

3. In the same **Policy Window** double click **Password must meet complexity requirements**  
Set to **Enabled** and then select **Ok**.

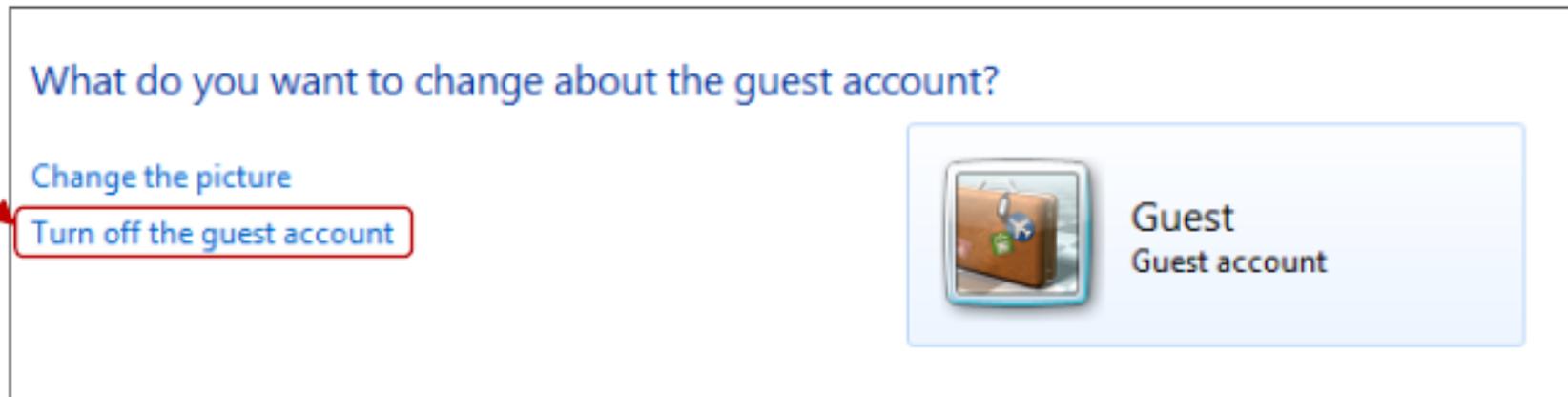
- Why is this important?

Setting a maximum password age forces the users to change their passwords after a set number of days. Setting the minimum length will keep users from using short length passwords. Setting the complexity will force user passwords to have special characters, numbers and cases. All three of these items together will force users to have strong passwords, making them less vulnerable to brute force attacks to force their way into the system.

## Disable the Guest Account:

- How do I Solve this problem?

From **Control Panel** -> **User Accounts** -> **Add or remove user accounts** -> Select the **Guest** account  
Select **Turn off the Guest Account**.



## Add a user account:

- How do I solve this problem?

From Control Panel -> User Accounts -> click Add or remove user accounts

Select Create New Account -> Select Standard User

Give the account a unique user name and a password (must meet complexity requirement)

Ensure the User must change password at next logon box is checked.

## Disable FTP service:

- How do I solve this problem?

From the **Control Panel** select **Programs** -> select **Programs and Features** -> In the left pane, select **Turn Windows features on or off** -> scroll down and expand the **Internet Information Services** -> ensure **FTP Server** is not checked -> select **OK**. You may be asked to restart at this point for changes to take effect.

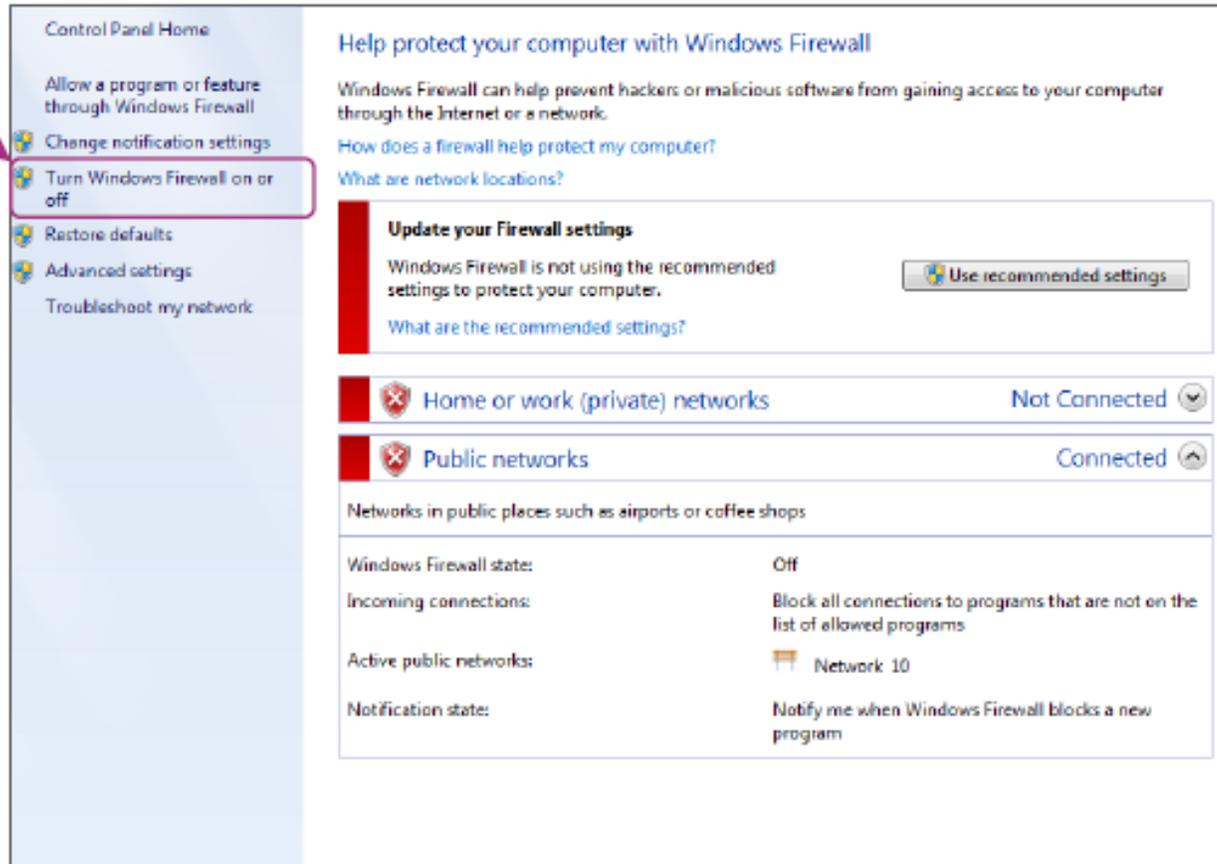
- Why is fixing this problem important?

Disabling services that transport data insecurely, such as FTP, helps prevent files from being sent over the network in cleartext. Sending data over in cleartext means anyone who is “listening” or observing network traffic can steal the unencrypted data with great ease and without the user’s knowledge.

## Enable and configure Windows Firewall:

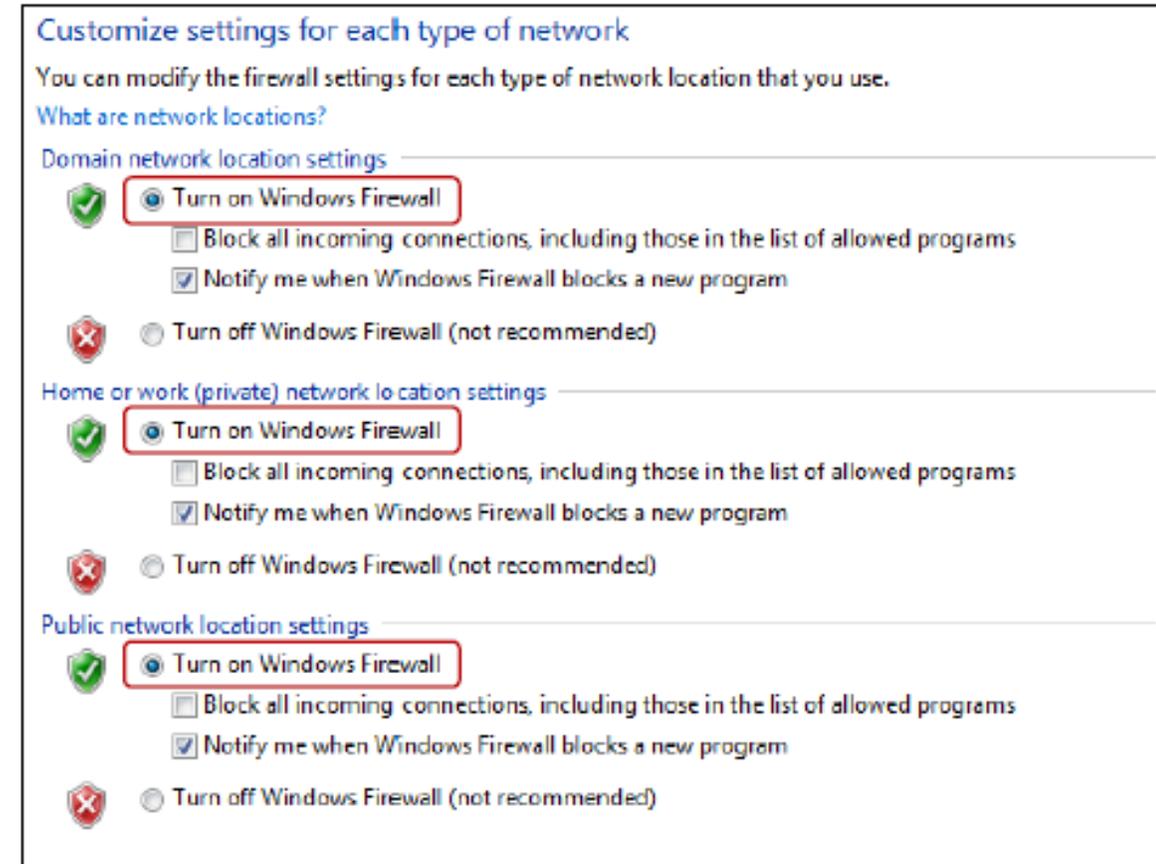
- How do I solve this problem?

From Control Panel -> System and Security -> Check Firewall Status-> Select Turn on Now if not already enabled.



The screenshot shows the Windows Firewall settings page in the Control Panel. A red arrow points to the 'Turn Windows Firewall on or off' link in the left-hand navigation pane. The main content area is titled 'Help protect your computer with Windows Firewall' and includes a 'Use recommended settings' button. Below this, there are sections for 'Home or work (private) networks' (Not Connected) and 'Public networks' (Connected). A table at the bottom shows the current firewall state: Off, with incoming connections blocked and one active public network named 'Network 10'.

Windows Firewall state:	Off
Incoming connections:	Block all connections to programs that are not on the list of allowed programs
Active public networks:	Network 10
Notification state:	Notify me when Windows Firewall blocks a new program



The screenshot shows the 'Customize settings for each type of network' page. It provides options for three network locations: Domain network, Home or work (private) network, and Public network. For each location, the 'Turn on Windows Firewall' option is selected and highlighted with a red box. The 'Block all incoming connections' option is unchecked, and the 'Notify me when Windows Firewall blocks a new program' option is checked.

Network Location	Turn on Windows Firewall	Block all incoming connections	Notify me when Windows Firewall blocks a new program
Domain network location settings	<input checked="" type="radio"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Home or work (private) network location settings	<input checked="" type="radio"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Public network location settings	<input checked="" type="radio"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>