#CyberAware

National Cyber Security Awareness Month

October 2015

OUR SHARED RESPONSIBILITY

StaySafeOnline.org

10

Cyber Security Tips to Help Protect You On-Line

#1

Never use Personal Information as a Password.

Avoid using your or a family member’s name, a birthday, your occupation or a sports team name for a password. This information is widely available on social media or public records, making it easy for hackers to find out about you.

#2

Use Complex Passwords

A short, all-lowercase password that is also a word that appears in the dictionary is easy to hack. If possible use a combination of upper and lowercase letters, numbers and special characters (@, #, %, etc.) Use the “keystroke” method – if you find it challenging to remember passwords, pick one you’ll easily recall and then type it in using the key above and to the left of each of the actual letters. This method transforms “baseball” into “gqw3gqoo”

#3

Install the latest software and browser updates.

Keep up with the latest anti-virus, operating system and program updates. Often the primary reason for software updates is to address or close security gaps.

#4

Perform regular backups of critical information.

Be sure to perform regular backups of your critical information contained on computers, smartphones and tablets. Many devices now contain built in solutions for automating backups to an online or network location.

#5

Be careful with all emails received that have links or attachments.

Be careful with all emails received, including those from family and trusted entities – do not click on links or open attachments if the mail seems to good to be true or out of character. Ask yourself if the email seems typical of the sender.

#6

Be Cautious with your Personal Information.

Do not input personal information in pop up windows or links within email, navigate to the organizations web site directly. Only enter required information – often times you can indicate “on file” or “available on request” for sensitive information such as drivers license and social security numbers.

#7

Verify the Source.

Look at web addresses to make sure they appear correct and are not slight misspellings or variations of the actual web site you are going to. Hackers often use this approach to gain login info through a simple typo.

#8

Download with extreme caution.

Only download software from trusted sites and sources. Enable virus scanning of email attachments before downloading. Always try to download software directly from the organization that is making it available.

#9

Password-protect your mobile devices.

Millions of users don’t take the basic step of establishing a PIN or password to access their smartphone or tablet, which is a huge mistake. Leaving your device wide open can provide instant access to the sensitive data you have contained within mobile applications. Do not keep a plain text list of passwords on your phone, this is an open invitation to hackers.

#10

Close your browser and log off after internet sessions.

A hacker can use an open browser to quickly access pages you just visited including your login information and even saved passwords. Configure your browser to automatically delete cookies and history when closed. Log off of web sites and close your browser when you go off line.

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