

STEP 2: Do These Ten Things Now

START by incorporating these behaviors into your digital life

RAISE YOUR GAME by using these technology solutions:

- 1 Do not provide personal/financial information in response to online/offline phone solicitations; never send money without a phone call and verification.
- 2 https: websites that begin with https (as opposed to just http) have a layer of encryption called the secure sockets layer, or SSL. Never enter your credit card information or other sensitive data into a site without the “s.”
- 3 “Remember password” functions should always be turned off on computer. Never auto-save your user name and password information.
- 4 Do not access financial or other accounts from mobile devices or through public Wi-Fi. Financial transactions should only be conducted on a trusted virtual private network or VPN.
- 5 Disable all “smart home” devices with recording capability when discussing confidential matters, especially voice activated “smart speakers” such as Alexa, etc.
- 6 Keep computer software up to date, including firmware on routers and modems.
- 7 Install antivirus/malware software like Norton, McAfee or Total AV on all devices (even your Apple computers and mobile devices).
- 8 Ensure home wi-fi networks are secure—use WPA2 or WPA3 security and a unique password (call your internet provider if not sure what you have).
- 9 Enable security features on any devices and/or websites — PINs, fingerprint authentication, facial recognition or multi factor authentication.
- 10 Use password management systems such as Last Pass or Keeper to protect your credentials. These secure websites will help you better manage your user names and passwords. Passwords should be a minimum of 12 characters and contain a mixture of upper- and lower-case letters, numbers and symbols.



PROTECT YOUR BUSINESS through training and third-party services:

Small businesses should secure their Wi-Fi networks, train employees on cyber security, and consider using third-party security companies to protect their data. Cyber liability insurance can help a small business survive cyber-attacks by paying for customer notification, credit monitoring, legal fees and fines after a data breach.

