

USING PASSWORDS TO PROTECT YOUR DEVICES & DATA

Passwords are an effective way to control access to your data, the devices you store it on and the online services you use. this page contains tips about how to create strong passwords and how to look after them.

HOW ARE PASSWORDS STOLEN?

Criminals will use the most common passwords to try and access your accounts, or use information from your social media profiles to guess them.

If successful, they will use this same password to try and access your other accounts.

Criminals also try and trick people into revealing their passwords by creating fake 'phishing' emails that link to dodgy websites, or by using persuasive techniques through social media.

Even if you look after your passwords, they can still be stolen if an organisation containing your details suffers a data breach. Criminals will use these stolen customer details (such as user names and passwords) to try and access other systems.

CREATE STRONG PASSWORDS

Create a strong and memorable password for your email account (and other important accounts).

- ✗ Don't use predictable dates, family and pet names.
- ✗ Avoid common passwords, such as 'admin', or 'passw0rd'.
- ✗ Don't reuse the same password across several accounts
- ✓ Make each password at least 12 characters long
- ✓ Utilise 'passphrases' - strings of three random words

MANAGING PASSWORDS

We recommend using a password manager, such as NordPass. Password managers act as a secure vault where you can store, share and generate passwords with the click of a button.

2FA PROTECTION

Many services allow you to set up two-factor authentication (also known as 2FA) on your accounts. It's called 2FA because it involves signing into your account using two passwords or codes; one that you know, and the other usually sent to your phone.

Even if a criminal knows your passwords, they will struggle to access any accounts that you've protected by turning on 2FA.

PASSWORD STOLEN?

If you suspect your password has been stolen, you should change it as soon as possible (and on any other accounts that use the same one).

You can also contact us via support@systemagic.co.uk or on 01225 426800 for support.