

Staying safe online

TOP TIPS



TOP
TIP

Create strong passwords using 3 random words

It is important to use different passwords for each of your online accounts. When creating passwords, the most secure method is using 3 random words and if possible, include numbers and symbols too. For example, "RedTreeDog4!".

Do not use words that can be guessed (such as your pet's name).



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TIP

Turn on two-factor authentication (2FA)

Two-factor authentication (2FA) helps to stop hackers from getting into your accounts, even if they have your password.

Some online banking uses 2FA automatically. It does this by asking for more information to prove your identity, such as:

- » A PIN, password, or code
- » Biometrics - a fingerprint or face ID

Visit <https://www.ncsc.gov.uk/cyberaware/home> for guides about how to set up 2FA.



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TIP

Your email account is very important

If a hacker gets into your email, they could:

- » Reset your other account passwords
- » Access information you have saved about yourself or your business

Your email password should be strong and different to all your other passwords.

Visit <https://www.ncsc.gov.uk/cyberaware/home> for guides about how to change your email password.



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TIP

Update your devices

Out-of-date software, apps, and operating systems contain weaknesses. This makes them easier to hack. Companies fix the weaknesses by releasing updates. When you update your devices and software, this helps to keep hackers out.

Turn on automatic updates for your devices and software that offer it. This will mean you do not have to remember each time.

Some devices and software need to be updated manually. You may get reminders on your phone or computer. Do not ignore these reminders. Updating will help to keep you safe online.

Visit <https://www.ncsc.gov.uk/cyberaware/home> for guides about how to set up software updates.



TOP TIP

Back up your data

Backing up means creating a copy of your information and saving it to another device or to cloud storage (online).

Backing up regularly means you will always have a recent version of your information saved. This will help you recover quicker if your data is lost or stolen.

You can also turn on automatic backup. This will regularly save your information into cloud storage, without you having to remember.

If you back up your information to a USB stick or an external hard drive, disconnect it from your computer when a backup isn't being done.

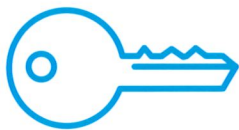
Visit <https://www.ncsc.gov.uk/cyberaware/home> for guides about how to set up automatic backups.



TOP TIP

Think before you click

Fraudsters are very skilled at sending 'phishing' emails where they impersonate trusted organisations like your favourite online shop or your bank. When you're reading an email, be very cautious about clicking on any links in the email or downloading an attachment unless you are 100% sure you know who the email is from.



TOP TIP

Security Software

Security software (also known as anti-virus software) helps to protect you from a range of threats that could put you at risk from hackers and fraudsters. Apart from the security features that come with your device, a number of third-party products are available. To get the best protection from any security software, you need to keep it up to date.

For more information visit: <https://www.getsafeonline.org/protecting-your-computer/viruses-and-spyware/>



TOP TIP

Is the webpage secure?

Before entering private information such as passwords or credit card details on a website, you can ensure that the link is secure in two ways:

- » There should be a padlock symbol in the browser window frame, that appears when you attempt to log in or register. Be sure that the padlock is not on the page itself - this will probably indicate a fraudulent site.
- » The web address should begin with 'https://'. The 's' stands for 'secure'.



TOP TIP

Help with Online Scams

You can contact Citizens Advice scams advisers if you:

- » Think you might have found an online scam
- » Need advice about scams
- » Want to report an online scam

You can get advice from a Scams Action adviser by calling 0808 250 5050. The service is open from Monday to Friday, 9am to 5pm. Calls are free from mobiles and landlines.



TOP TIP

Help with Staying Safe Online

To find out more about how to stay safe online, access free resources, register for events and to sign up to the free monthly Staying Safe Online E-newsletter, visit www.westsussex.gov.uk/staying-safe-online or follow us on social media   @WSxSafeOnline.