



### Don't use personal phrases



Don't use personal information like your birthday, place of birth or pet's name - or anything related to your organisation as your password. This type of information can be easy to find if they have done research about you online.

### Change your password often



Create unique passwords and change them often. Don't be one of the 53% of people that reuse the same password for multiple accounts. Be sure to change joint account passwords if a team member leaves too.

### Use a password manager



Use a password manager to help organise and manage all your passwords.

Remember to read reviews of any app you download, and make sure you download from the official site. We recommend 1Password and Bitwarden.

### Use a passphrase



Try using passphrases (12 or more characters) instead of passwords to instantly increase the security of your accounts.

Pepperoni Pizza is The Beast can be written as PePiisThBe



## OUR TEAM

Reach out if you require support or assistance with implementing safe passwords to be more cyber wise.

**Next week**, our focus will be reasons to regularly update on your devices.

**CALL US FOR MORE INFORMATION**