

## HOW TO KEEP YOURSELF SAFE IN CYBERSPACE

An important part of online safety is knowledge. The more you know, the safer you'll be. Here are some great tips on how to stay safe in cyberspace.

1. **Educate yourself on threats and safeguards.** There are many resources on the Internet for security training. If you are visual you can find videos on sites like YouTube. If you prefer to read there are many government websites and websites of respected security vendors that you can use to better prepare yourself for spending time on the Internet.  
Here are a few suggestions:  
<https://www.staysafeonline.org/stay-safe-online/>  
<https://www.staysafeonline.org/ncsam/videos/>  
<https://www.us-cert.gov/ncas/tips>  
[https://www.sans.org/tip\\_of\\_the\\_day.php](https://www.sans.org/tip_of_the_day.php)
2. **Set strong passwords.** A strong password is a combination of upper and lower case letters, numbers and special characters and one that is not easily guessed. Change your password frequently. Don't write it down or share it with others.
3. **Don't reveal personal information via email or phone.** Emails and text messages can be masked to look like they are coming from a trusted sender when they are actually from someone else. Play it safe, do not send your personal information such as account numbers, social security numbers, passwords, etc. via email or texting. If you receive a call from a person claiming to be a C1CU representative it is a good idea to ask for the representative's name and extension and inform the representative that you will call them right back. C1CU phone numbers can be found in the phone book, on your monthly statement, or on the internet.
4. **Don't download that file!** Opening files attached to emails can be dangerous especially when they are from someone you don't know as they can allow harmful malware or viruses to be downloaded onto your computer as well as take you to phishing sites.
5. **Use and update anti-virus and other security software.** New viruses are created every day. Make sure you have a good anti-virus program on your computer that is up-to-date. Use of anti-spam software, anti-spyware software, and firewalls is just as important as using anti-virus software.

See the next page to see just a handful of the many security software solutions available

**Free Software Services:**

<http://free.avg.com/us-en/homepage>

<http://windows.microsoft.com/en-US/windows/products/security-essentials>

<https://www.avira.com/>

<https://www.malwarebytes.org>

**Pay Subscription Services:**

<https://www.kaspersky.com/>

<https://www.norton.com/>