

## Creating a strong password to protect your data

Passwords are the key to almost everything your business does online. Creating a strong password that is hard to crack is the first step of protecting your data and information online.



Here are some tips on creating a strong password:

- **Make it long and complex** - use a combination of capital and lower-case letters, numbers and symbols.
- **Don't use a common sequence** - avoid using sequential numbers and letters like '12345' or 'qwerty'.
- **Don't use personal information** - avoid using a birth date, month, or name of someone close to you.
- **Use a long passphrase** - a string of memorable words written in a complex manner. For example: **lw4nt2B\_4everYOUng!** (From a song Forever Young).

The next step is to manage and store your passwords securely. It is crucial to keep your passwords secure to keep hackers from taking over your accounts and prevent theft of your information.

### Best practices to manage your password are:

- Create a different password for different accounts.
- Change your password frequently.
- Use [Multi-Factor Authentication \(MFA\)](#) for an added layer of security.
- Be mindful when allowing a device to autofill your details for you. Never allow autofill on shared devices.
- Never write down your password. Use Password Manager software to manage and secure your credentials.