

INTERNET SECURITY and PRIVACY

BE SKEPTICAL: Legitimate online businesses will never ask for your password over email!

- **Don't Use Your Real Name:** Don't create usernames that include real, identifying information.
- **Don't Reveal Other Identifying Information:** Never tell online strangers your address or telephone number.
- **Use a Firewall:** This will keep damaging data and intrusions off your home machine and network

PASSWORDS: Your passwords provide an access barrier to those who might want to peek at your personal information. Whether for email, online banking, or a message board, it's important that you create a secure password that no one can guess.

Make it Hard to Guess: Avoid common, easily guessed words such as your name, your pet's name, your street, etc.

Make it Long: Think of a word or phrase that is six to 10 characters long that's easy for you to remember. Perhaps a phrase that is meaningful to you.

Don't Recycle Passwords: Use different passwords for different accounts

Substitute Numbers for Letters: Swap out some of the letters in your password for numbers or symbols that look like them. For example instead of *bayview* use *b4yv13w*

Change Often: Change your passwords frequently, and don't reuse previous ones!

Memorize: Keep passwords in your head, not on paper.

PHISHING : Phishing is a practice in which thieves use email to trick you into revealing personal information, such as your credit card number or bank login. Never reveal sensitive personal information via email. Be skeptical of any emails that lead to a web page in which you are asked to enter your password and/or other personal information. Agencies authorized to collect such information (such as your banks) will never ask for it this way. The key is to never follow a link that is in an email. If the bank needs you to log into your account, they will ask you to go to the bank's web page as you would normally do.

FIREWALLS : A firewall is a fancy name for software that watches over your computer communications in from and out to the internet. Modern computers have firewall software built into the operating system. In OSX Leopard (10.5.x) for the Mac, the firewall is located in SYSTEM PREFERENCES>SECURITY. In earlier versions it is located in SYSTEM PREFERENCES>SHARING. When you go into the firewall preferences area, you will clearly see a "switch" to turn it on or off.

Modern cable/DSL modems and routers (including Apple's *Airport* router) also run firewall software internally.

PROTECTING YOUR KIDS : The internet can be a great resource for kids, providing the opportunity to do research, play games, and chat with friends. But some websites, services, and web-lurking people are inappropriate for kids. Talk to your kids about your expectations of their behavior - set ground rules and communicate regularly about what they're doing online. You can also filter and set time limits using software that is built-into the Mac operating system (*Parental Controls* in System Preferences).