

STAY PASSWORD SAFE

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.

Use a passphrase

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

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