

## What makes a password strong?

Cyber criminals use sophisticated tools that can rapidly decipher passwords. A strong password:

- Is at least eight characters long.
- Does not contain your user name, real name, or company name.
- Does not contain a complete word.
- Is significantly different from previous passwords.
- Contains characters from each of the following four categories: uppercase letters, lowercase letters, numbers and symbols.

## Avoid creating passwords that use:

- Dictionary words in any language.
- Words spelled backwards, common misspellings, and abbreviations.
- Sequences or repeated characters. Examples: 12345678, 222222, abcdefg, or adjacent letters on your keyboard (qwerty).
- Personal information. Your name, birthday, driver's license, passport number, or similar information.

## Help yourself remember your strong passwords

- Switch letters with numbers (e=3; s=5; a=4; i/l=1; o=0)
- Create an acronym from an easy-to-remember piece of information. For example, pick a phrase that is meaningful to you, such as, "My son's birthday is 12 December, 2004"
  - *Msbi12/Dec,4*
  - *Mi\$un's Brthd8iz 12124*
- Relate your password to a favorite food, hobby, movie, song or book.
  - "I love to play badminton" could become *lLuv2PlayB@dm1nt()n.*
  - "Who you gonna call? Ghost Busters" could become *WyGC?G0B*
  - *c01in#l1ke5#ch33s3*
- Create 3 "levels" of passwords:
  - A easy one you use all the time for the "throw away" accounts (registering for random sites) that do not have confidential data (PD360, Atomic Learning)
  - A single secure one for most work accounts. When you change one, change the others too (Aeries, Windows, DataDirector)
  - One for each financial account that need to be highly secure
- Use a standard password and add a tag for the site
  - qfT99-email
  - qfT99-website
  - qfT99-aeries
- Save a password hint in your web browser's bookmarks or favorites list to indicate the starting letter and number of characters (*CAHSEE D----- C-----*)