

# 10 TIPS FOR CYBER SECURITY

Online security is becoming more important than ever. While there's no bulletproof way to prevent a cyber attack, here are some easy tips from Cyber Security NSW to help you keep your personal information safe and secure.

## Choose unique passwords



Use it for just one account. If an attacker gets hold of one of your passwords, they can't get access to all your other accounts.

## Don't follow links or open attachments from untrusted sources



Phishing emails are designed to look legitimate so always think before you click on links or open attachments. Always check if you know who the email is from and never give out personal information such as credit card details, bank account details or passwords.

## Never leave your devices unattended



Never leave your devices unattended. If you are stepping away from your desk, lock your screen with a unique password.

## Keep your operating systems up to date



Updates often fix vulnerabilities that attackers can find and use to access your system. It's an effective way to help keep them out.

## Set up multifactor authentication on your devices



Choose to get a code sent to another device like your phone when logging in online. This is an added layer of security helping stop attackers getting into your accounts.

## Avoid using your work email on public facing internet websites



Limit the use of your work email address on public facing internet websites.

## Avoid the use of public wi-fi especially to conduct business



Try not to use free wi-fi or internet hot spots unless necessary. When doing so, avoid sending or receiving valuable or sensitive information and identify that it is a 'public' network type if prompted.

## Stay smart with social media



What you post on social media can give cyber criminals information that they can use against you. Set your privacy so only friends and family can see your details.

## Check bank statements /quotes regularly



Keep an eye on work and personal bank statements and bank account numbers to check you know the source of the transaction.

## Make sure to familiarise yourself with your organisation's acceptable use policy or speak to your local IT Security contact



If you see something of concern, report it immediately to your Chief Information Security Officer (CISO) or your IT Security contact. Your IT security contact is: \_\_\_\_\_