

# Staying Safe Online



## Top Tips

### Passwords

- Use different passwords for each online account
- Use secure passwords - 3 random words, eg: *RedTreeDog4!*
- Protect your passwords from being seen

### Turn on two-factor authentication (2FA)

- Helps to stop hackers from getting into your accounts, even if they have your password

Visit: [www.ncsc.gov.uk/cyberaware](http://www.ncsc.gov.uk/cyberaware) for guides about how to set up 2FA

### Think before you click

Fraudsters are very skilled at sending “phishing” emails where they pretend to be trusted companies, perhaps your favourite online shop or your bank. When you are reading, be very cautious about clicking on any links unless you are 100% sure you know who this email is from

### Remember

- Not everyone online is who they say they are
- Think twice before you click
- If it seems too good to be true, it probably is
- Never reveal too much about yourself - personal or financial - never use your real name, or give out your address
- Anything you post online or send, such as a photo or message, can be copied or shared

### Safety

- Never meet up with an online friend in person - even if you think you know them well. They may not be who they say they are and could be dangerous
- Do not accept friend requests from people you do not know - messages may contain viruses or unpleasant items

### Report it

- Tell a member of staff if anything online makes you feel uncomfortable
- Report a concern online, through the website you are using