



Can your business survive without its data?

# OWN YOUR ROLE IN CYBERSECURITY: START WITH THE BASICS

Every individual should **own their role** in protecting their information and securing their systems and devices. There are many steps individuals can take to enhance their cybersecurity without requiring a significant investment or the help of an information security professional.

Below, NCSA highlights eight tips you can put into action now:

## CYBERSECURITY BASICS:



### MAKE A LONG, UNIQUE PASSPHRASE

Length trumps complexity. A strong passphrase is a sentence that is at least 12 characters long. Focus on positive sentences or phrases that you like to think about and are easy to remember.



### PASSPHRASES AREN'T ENOUGH

Use 2-factor authentication or multi-factor authentication (like biometrics, security keys or a unique, one-time code through an app on your mobile device) whenever offered.



### WHEN IN DOUBT, THROW IT OUT

Links in email, tweets, texts, posts, social media messages and online advertising are the easiest way for cyber criminals to get your sensitive information. Be wary of clicking on links or downloading anything that comes from a stranger or that you were not expecting. Essentially, just don't trust links.



### KEEP A CLEAN MACHINE

Keep all software on internet connected devices – including personal computers, smartphones and tablets – current to reduce risk of infection from ransomware and malware. Configure your devices to automatically update or to notify you when an update is available.



## DEFINITION OF CYBERSECURITY:

Measures taken to protect a computer or computer system (as on the Internet) against unauthorized access or attack (Merriam-Webster)

