

Strong Passwords



cpu@sheriff-okaloosa.org



Creating the Perfect Password

Steps	Example
1. Look around the room and form a random sentence with at least eight objects you see. Alternatively, think of a phrase that is easy for you to remember. This should not be too common that someone can easily guess (bad example: Pa\$\$w0rd123). Think of a line from your favorite sit-com, a story or poem, perhaps a snazzy song lyric, a quote or funny saying.	Dear Math grow up and solve your own problems
2. Remove all but the first letter in each word in your phrase. Alternatively, keep a few letters from each word.	DMGUASYOP
3. Replace several of the letters and make some uppercase and some lowercase.	dmGUASYOP
4. Substitute a number or a few with at least one letter OR add a number(s).	dmGUASYOP180
5. Finally, use special characters to replace letters or add special characters (!, @, \$, %, ^, &, *, +, #).	dmGU@\$Y0P180

Our new password is **dmGU@\$Y0P180**

(This is an example password please do not use)

You Try!

This is just for practice. However, if you use this to create a real password, keep this paper in a secured location such as a safe.

Steps	Fill in
1. Look around the room and form a random sentence with at least eight objects you see. Alternatively, think of a phrase that is easy for you to remember. This should not be too common that someone can easily guess (bad example: Pa\$\$w0rd123). Think of a line from your favorite sit-com, a story or poem, perhaps a snazzy song lyric, a quote or funny saying.	
2. Remove all but the first letter in each word in your phrase. Alternatively, keep a few letters from each word.	
3. Replace several of the letters and make some uppercase and keep some lowercase.	
4. Substitute a number or a few with at least one letter OR add a number(s).	
5. Finally, use special characters to replace letters or add special characters (!, @, \$, %, ^, &, *, +, #).	

True or False Quiz



1. **BOB12-02-1985** is a good password
2. **iDCwYTOM#!!!** is a good password
3. Make sure to write your password down
4. Use the same password for all your accounts to make life easier
5. Create a simple pattern so it is easier to remember your passwords
6. Your password should be comprised of at least 12 characters. Use a combo of uppercase letters, lowercase letters, numbers, and even some special characters (!, @, \$, %, ^, &, *, +, #).

Tips & Tricks

- Change your password several times a year! Make sure that your new password is not similar to your older ones. For sensitive websites (online banking), change your password every 60 to 90 days.
- Use extra security features! Many email sites offer a dual verification such as a special code sent to your phone that upon entering your email you must type in before your password. See your available options and utilize these extra security features.
- Make sure you use at least 12 characters. Use a combo of uppercase letters, lowercase letters, numbers, and even some special characters (!, @, \$, %, ^, &, *, +, #) in ALL passwords.
- Avoid using easy to guess dates like anniversaries, pets names, zip codes, your favorite sports teams, birthdays, etc.
- Rule of thumb: if it is not RANDOM then you are doing something wrong!
- Do not write your password on a sticky note or share your password with others.
- Also, make sure not to use simple patterns for additional passwords... **password123, password1234, password12345.**
- If you think your password was compromised, make sure to change it! Check your accounts for misuse and if a password for your work accounts was compromised, then be sure to change your password. If this is a work account contact your IT department.
- Back up your files and important documents in a locked safe. You can copy files to an external hard drive or cloud storage.

Resources:

- <https://www.consumerreports.org>
- <http://www.login.gov/>

Securing your password based on the email site you use:

- <https://support.google.com/accounts/>
- <https://help.yahoo.com/kb/account>
- <https://help.aol.com/products/my-account/articles>

Answer Key:

1. FALSE (contains name and birthday)
2. TRUE (12 characters, random password, upper and lower case numbers)
3. FALSE (do not write your password down)
4. FALSE (create unique passwords)
5. FALSE (be sure to create a new password for each account)
6. TRUE! (at least 12 characters with upper and lowercase letters, numbers, and special characters)