Password Protection:

Put a lock on your personal information

Keep It **Secret**

A password should never be shared with *anyone*: coworkers, friends, or family. NU and other sources like your bank will never ask for your password.

Keep It **Secure**

A password is most secure when it is **memorized**. If you must write it down, keep it hidden or locked away—not on a note on your desk.

Keep It **Current**

Update your passwords **regularly**, or as soon as you suspect your account may have been compromised.

Visit [www.it.northwestern.edu/getcontrol/stepone.html](http://www.it.northwestern.edu/getcontrol/stepone.html) for more information.