

## Emails

Be vigilant when opening email attachments

Verify authenticity by checking the full address

Avoid sending personal information over email



Be aware of emails from unknown senders

Keep an eye out for poor spelling and grammar

Beware of emails with a sense of urgency

## Passwords

Avoid using personal information

Use a minimum of 8 characters



Never share with a third party

Use a mix of symbols, numbers and letters

Change your passwords regularly

## Banking

Be careful when discussing accounts on the phone

Be cautious of providing financial details online



Set low transfer limits on bank accounts

Check financial information regularly on Experian or similar

Keep security software up to date

Check for 'trusted' website symbols



Keep phone and tablet software up to date

Check for unusual domain names

## Technical

## Reporting cyber crime

Even if there is no financial loss, inform Action Fraud of any suspicious activity or if you feel you have been subject to a cyberattack. If you're an Equilibrium client we are able to do this on your behalf.

For free expert advice to get safe online please visit [www.getsafeonline.org](http://www.getsafeonline.org)

You can report cyber crime to [www.actionfraud.police.uk](http://www.actionfraud.police.uk)