

# Safe Password Do's and Don'ts

*Protect your time, money, identity, and sanity with these password best practices.*

## Do Use Complex Passwords at all Times

Your passwords should always consist of both lowercase and capital letters, numbers, and symbols. They should be 12 characters or more.

## Do Use Random Passphrases to Help Create and Remember Long Passwords

Stringing four or more random words together can help make passwords harder to guess and more secure, provided the words are truly random (as opposed to a phrase). Throw in some numbers, capitalization, and a symbol or two and you've got yourself a strong, long password.

## Do NOT Use the Same Password for Multiple Accounts

If your passwords are the same everywhere, then if your Netflix password gets stolen, your bank and email are also at risk. Never use the same password twice. Even though this complicates things, you can use a secure password manager to store them and never have to rely on your memory.

## Do NOT Store Passwords in a Spreadsheet or Document (or a Post-it Note on your Screen)

Again, use a secure password management tool. Looking for a solution for your business?

Reach out to Coleman Technologies Inc. at (604) 513-9428.

### Good Examples:

horsepeanutbutterMARVEL1982charlie#

Tyrion\$pace3L3vator!accordion9h

DEXTER\$cartoon#1199eight

### Bad Examples:

august71987#

ilovepizza!2019

nikejustdoit\$99



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