TELECO
Integrating Technologies

10-Step Password Hygiene Checklist

Use Strong Passwords | 1

At least 12 characters (longer is better). Include upper and lower case letters, numbers, and special characters.

Avoid Reuse | 2

Never use the same password across multiple accounts.

Use a Password Manager | 3

Store and generate unique, complex passwords with a trusted password manager.

Enable Multi-Factor Authentication (MFA) | 4

Add an extra layer of security wherever it's available.

Watch for Phishing | 5

Never enter your password after clicking a suspicious link or attachment.

6 | Don't Share Passwords

Keep passwords private—never email, text, or write them down.

7 | Update Regularly

Change passwords for critical accounts every 3–6 months or immediately after a breach.

8 | Use Passphrases

Create easy-to-remember but strong passphrases like "Moose$Lake!Sunset42" instead of short complex strings.

9 | Secure Recovery Options

Update your backup email and phone numbers so account recovery doesn't expose you to risk.

10 | Stay Alert

If you receive a "password reset" notification you didn't request, report it and change your password immediately.

CyberPro Tip: Treat your password like your toothbrush—don't share it and change it regularly!