sikker digital DK

TIP NO. 1

BE CRITICAL OF INCOMING EMAILS

BE SCEPTICAL: Don't trust anyone – and remember: better to be safe than sorry.
So, check the sender's address – does it look legit? Look out for odd misspellings, phrasings or anything else that might seem suspicious.

DOUBLE-CHECK: In doubt? Call the sender of the email or write back to ask a question only he or she knows the answer to.

MAKE RULES: Find out if you have – or need – rules on money transfer in your workplace.

TIP NO. 2

A STRONG PASSWORD IS LONG AND UNIQUE

CREATE A UNIQUE PASSWORD: Your password is something special and that is why you should only use it in one place.

SIZE MATTERS: A strong password is a long password. Use this to your advantage and create a password like a sentence, a rhyme or something else that only makes sense to you.

STORE YOUR PASSWORD: If you need "storage", there are several great solutions; for example, password managers that will remember and protect your long and unique passwords.

TIP NO. 3

KEEP SENSITIVE INFORMATION TO YOURSELF

KEEP YOUR PERSONAL INFORMATION SAFE: Encrypt your hard disk and lock your desk drawer, so you are the only one with access to your personal information

TRUST IS IMPORTANT: Only give your account details, credit reports, and other personal information to companies you trust. If in doubt, go find a new company to do business with.

DESTROY OUTDATED INFORMATION: If you have outdated files containing personal information, you should destroy them. Now. If the information is stored on your computer, buy a secure delete tool.
This will help you do the job.

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