CHANGE YOUR PASSWORD, but TO WHAT and HOW?!

4 Rules for a Secure Password:

1) At least 8 characters long
2) Combination of letters and numbers
3) At least one capital letter
4) Avoid public information (no birth dates, family names)

WRITE THE PASSWORD DOWN before you type it so there's no chance of making a mistake.

When you write it down:
- Underline the capital letter (s vs S)
- Slash zeros (Ø) so you don't mistake it for the letter O
- Add a hook and a platform on the number one (1) so you know it isn't the letter l

You only need ONE core password to build all passwords off of so you can remember it. Here are some sample passwords that, when translated, anyone can remember:

gr8ShØeS = great shoes
Dont4g3t = don't forget
sKØØbsdiK = kids books (backwards)

What is it that you love to do, buy, or eat? Use gr8 as a suffix to that thing. Use 4 for the word "for." Use a 3 to replace an E. Use zero Ø for the letter O.

Now let's harness your passwords so you don't have to remember a thousand of them.
- One password for all of your email addresses. (If an email account gets compromised, you'll change them all.)
- One password for banking and banking alone. (This is the password that is a stand-alone password to make your banking password the most secure.)
- One password for ALL OTHER WEBSITES. (A core password that will be easy for you to remember, but slightly different for every website.)

Let's pretend **gr8ShØeS** is your core password and will be used for all email addresses. For banking choose something relating to **gr8ShØeS**, but not the same…**HighH33ls**.

The password for EVERYTHING else...Website addresses don't change facebook.com will always be facebook.com, askabbystokes.com will always be askabbystokes.com, usps.gov will always be usps.gov.

So, let's work with that. Take your core password- **gr8ShØeS** - you can choose the first two letters or the last two letters of the website you're visiting and add them in some way to your password.

Here are examples:

facebook.com = fgr8ShØeSa

The *first* letter of the site is the *first* letter of the password, the *second* letter of the site is the *last* letter password.

askabbystokes.com = egr8ShØeSs

The *second to last* letter of the site is the *first* letter of the password, the *last* letter of the site is the *last* letter of the password.

usps.gov = sgr8ShØeSu

The *first* letter of the site is the *last* letter of the password and the *second* letter of the site is the *first* letter of the password.

So you only have to remember the core password and decide whatever your "trick" will be. Again, write down one sample for yourself so you don't forget.

Don't think about changing ALL your passwords at once. You'll never start if it seems too hard to finish. First change your email passwords and your banking password. Then, whenever you naturally visit the rest of the websites with a password, change it. Roll it out at your convenience...at least you're getting it done.

How to find where to change your password? Look for the words or symbol below either at the top right or the bottom of a website.

Preferences, Options, Settings, Account, Manage,

If you can't remember the current password, click on "Forgot My Password" and reset it to the new one.

Now you have NO EXCUSES. Go forth and make your cyber life more secure.