EMPLOYEE ASSISTANCE AND WORKLIFE SOLUTIONS

IDENTITY THEFT

DON'T LET IT HAPPEN TO YOU

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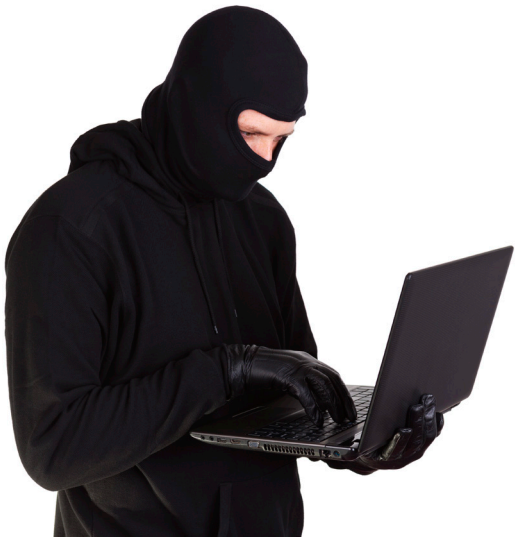
"…we can all benefit from being reminded of how to stay safe"



Internet Safety

Most of us use the internet at least once a day. As of this year, we make approximately 50% of our purchases online, and some of us even use the internet to control our garage doors, thermostats, and security systems. Then, there's social media, banking, work, and travel planning.

Any time we use the internet, we potentially expose ourselves to scammers, hackers, and identity thieves, so we can all benefit from being reminded of how to stay safe online. Keep the following online safety tips in mind, and stay informed about new ways to protect you and your family.

Engage only with trustworthy sources

Look for a physical address and telephone number, and call it to check the legitimacy. If a site has misspellings or bad grammar, it could be a copycat of an authentic one.

Secure your shopping

When conducting financial transactions, make sure the site's address starts with "https," instead of just "http," and features a lock icon in the URL field. The "s" on the end stands for secure and indicates that encryption is enabled.

Use security software and a firewall

Security software helps protect your computer against viruses, malware, and other threats, and should be able to undo changes a threat makes to your system. Keep your software working properly with the latest security patches by turning on automatic updates. A firewall is usually included in comprehensive security software, so be sure yours is activated and that your security software can remove or quarantine viruses.

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Use caution with free Wi-Fi

At home, you likely use a password-protected router that encrypts data; however, when you're on the road, you might be tempted to use free public Wi-Fi which is usually unsecured. If you often work on the road, consider buying a virtual private network (VPN) plan to secure your connection over the internet, giving you the liberty to work securely from anywhere at any time.

Protect your mobile devices

Be aware that mobile devices also face risks such as unsafe apps and dangerous links sent by unknown sources via text message. Make sure that your privacy settings — like location services — track you only as needed and that your touch ID and/or passcode features are enabled.

Click smart

Don't invite danger by clicking links that use phishing tactics enticing you to give up personal information via phony "free" offers, online quizzes, or other click bait. Always be wary of offers that sound too good to be true or ask for too much information.

Protect your passwords

Make unique passwords and keep them in a secure place. A password manager that uses one master passcode can help you create and store strong passwords for all your online accounts.

Teach your kids online safety

Start a conversation with your kids about their online habits and use of social networking sites. Make sure they know not to share any personal information with anyone, especially online.

Get help if something goes wrong

Visit www.onGuardonline.gov, a service of the Federal Trade Commission (FTC), to learn how to respond if online problems occur. You can also report scams and other online crimes to the FTC, which helps law enforcement with investigations and identification of scam artists. Visit www.ftc.gov/complaint, or call 1-877-FTC-HELP (382-4357).

Employee Assistance Program
24 HOURS A DAY

(800) 222-0364

TTY: (888) 262-7848

FOH4You.com

The **EAP** is a voluntary and confidential employee benefit available to you and your family at no cost.

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