

## Online Safety Tips

- What you put online will be there forever.
- Use a strong password (a combination of upper and lower case letters, symbols and numbers).
- Don't post inappropriate or illegal content anywhere on the internet.
- Don't open e-mail attachments or instant-message attachments unless you are completely sure they do not contain viruses.
- Don't click on links inside e-mails or instant messages.
- Never give out personal information about yourself, your family, or your friends (such as your last name, address, phone numbers, city, the name of your school, photos of yourself or your family, PIN numbers for your bank, etc.).

## Wi-Fi Security Tips

- Change Default Administrator Passwords (and Usernames) of the WiFi Router.
- Change Password after regular interval.
- Position the Router or Access Point Safely.
- Turn Off the Network / WiFi routers if it is not in use.

## Online Banking Tips

- Never use unprotected PCs at cyber cafes for internet banking.
- Never keep your pin and cards together.
- Never leave the PC unattended when using internet banking in a public place.
- Register for Mobile SMS , Email Transaction Alerts.
- Never reply to emails asking for your password or pin.
- Visit banks website by typing the URL in the address bar.
- Log off and close your browser when you have finished using internet banking.
- Memorize your PIN. Never carry your PIN.
- Report lost or stolen card immediately.

## 10 steps that can protect you from loss

- Register for transaction alert s via SMS and E- Mail.
- If you change your mobile number, update with the bank.
- Reduce the limit on your credit card if you use it sparingly.
- Use virtul cards for online shopping.
- Make use of the virtual keyboard wherever possible.
- Instead of going to the banks website using the link in E-Mail, type the web address directly.
- Memorise 3 digits CVV number at the back of the card and scratch it out.
- Do not leave unwanted photocopies of essential documents at the photocopier.
- If you lose your phone, deactivate all banking services linked to that number.