

DigitIT



Computer Basics: Internet Safety and Security

**BUILDING SKILLS AND
CONFIDENCE TO PARTICIPATE
IN TODAY'S ONLINE WORLD**

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WORDS TO KNOW

Anti-virus software - program designed to detect and remove viruses and other malicious software from your computer or laptop, such as Norton or Defender

Cloud - the cloud refers to software and services that run on the Internet, instead of locally on your computer. Most cloud services can be accessed through a web browser. When something is in the cloud, it means it's stored on Internet servers instead of your computer's hard drive.

Cookies - small bits of information stored on your computer by websites, helping to identify you as a unique user

Cyber criminal - someone who uses technology to commit crimes

Hyperlink - a word, picture or button that is an electronic link able to take you to another digital location

Malware - malicious software, basically taking over control of your computer

Multifactor authentication - security system that requires multiple forms of identification to verify your identity

- **Something you know** - password, PIN, answer to a security question
- **Something you have** - phone with a code sent through an app or as a text message or even a phone call
- **Something you are** - fingerprint, facial recognition, voice authentication

Password Manager - a safe app or site that will store and manage all your passwords

Phishing - a cyber crime where attackers send emails designed to trick you into falling for a scam

Pop up - a new window that opens quickly on the computer screen in front of what you are looking at or working on

Public wifi - a way to get on the internet when you are not at home, such as in a library, airport or coffee shop

- **Open wifi** - allows you to connect to network without any security features such as passwords or logins
- **Secure wifi** - requires you to agree to legal terms, register an account, or type in a password before connecting to network

Scam - an illegal way of making money

Secure website - all data moving between you and the website is encrypted

Spam - unsolicited messages, or junk email, such as advertising, that are sent in bulk

Updates - new improved or fixed software that replaces older versions of the program

Virus - a malicious piece of computer code designed to spread from one device to another, without you even knowing

TIPS FOR STRONG PASSWORDS

My password has at least 8 characters, but I try to make it 12

My password has upper and lower case letters, numbers and symbols

My password does not contain my personal information

My password uses a passphrase or combination of random words

I keep my passwords in a safe place

I change my passwords every 6 months

I use different passwords for different accounts

PHISHING CLUES

The email or text message:

- makes you feel afraid or scared that your personal information / accounts / loved ones are in trouble
- makes you feel surprised or excited about winning something
- asks you to confirm your personal information
- has email addresses, hyperlinks, and web addresses that look like a real company but are different from the real ones
- has spelling and grammar errors
- is unexpected and has suspicious attachments
- does not address you personally



WEBSITE SAFETY CHECKLIST

- Does it have an address that starts with “https”?
- Does it have a privacy policy regarding your personal information?
- Are the deals realistic or sales realistic?
- Does it only ask for bank or credit card info if you’re purchasing something?
- Does it have proper spelling and grammar?
- Is it free of pop-up windows that don’t relate to their site?

HOW MANY BOXES DID YOU CHECK?

- 1-2 The website might not be safe. Close it. ●
- 3-4 The website might not be safe. Be cautious. ●
- 5-6 The website is probably safe. ●

MULTIFACTOR AUTHENTICATION



Something you
KNOW



Something you
HAVE



Something you
ARE



And remember...
Never leave your
devices unattended!



WEBSITES

<https://www.security.org/how-secure-is-my-password/>

<https://www.antifraudcentre-centreantifraude.ca/scams-fraudes/azindex-eng.htm>

<https://www.getcybersafe.gc.ca/en>

VIDEOS

Importance of strong passwords: <https://www.youtube.com/watch?v=aEmF3Iylvr4>

What to do if your computer gets a virus: <https://www.youtube.com/watch?v=5nRPS8fd8P8&t=1s>

Understanding Digital Tracking: <https://www.youtube.com/watch?v=6EHSIhnE6Ck>

