• Keep your computer and devices safe by installing and updating anti-virus and other programs.
• Think before you click on anything online or open email attachments to avoid malware.
• Back-up your pictures and documents.

**APPLY SECURITY UPDATES:**

**What is this?** A way for companies to patch up security holes hackers find in your software.

**To What?** Antivirus, Internet Browser, Operating System, Device Apps, and all other programs.

**How?** Your software will prompt you to allow these updates. Simply follow the prompts or set the program to install updates automatically.

**STOP AND THINK**

Never assume anything is safe online. **If it looks too good to be true, it probably is!**

Never provide sensitive information on social media or via email. Be cautious of promises of money or rewards in ads and email. Do not open attachments unless you are sure of the sender and purpose.

**GET ANTIVIRUS AND KEEP IT UPDATED**

**What is this?** Software to defend your computer against the bad stuff.

**To What?** Desktop computers and laptops.

**How?** In-store or online. If you are not sure about the legitimacy of the website, simply call the company.

**BACK-UP YOUR DATA** Computers crash and phones and devices break and get lost. Simply use an external portable storage device or cloud services to back-up everything that is important to you. If you do stumble across something and make a mistake infecting your computer, you’ll still have your important family photos and documents backed up externally.