



**CLB
2•3**

**VISUALS &
HANDOUTS**



Digital Literacy Curriculum Resource

Module 7

Safety and Security



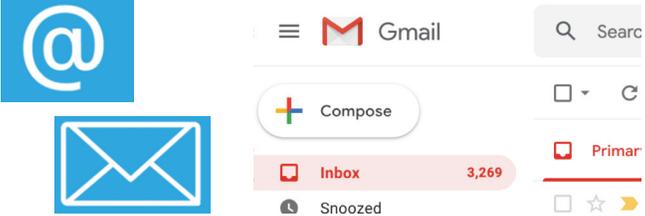
THE UNIVERSITY OF BRITISH COLUMBIA

Learning Exchange



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et Citoyenneté Canada

Module #	Topics
1	Mouse and Navigating 
2	Keyboarding 
3	Online Skills-Basic 
4	Online Skills 
5	Email 
6	Mobile Phones 
7	Safety and Security 

Are these strong passwords?

	Yes ✓	No x
1. Sam's password is his phone number: 6047654321		
2. Linda's password is: January		
3. Elizabeth's password is: #v@nc0uVeR% She uses the same password for all her online accounts as it is easier to remember just one password.		
4. Tom's password is: 1main		
5. Mohammad's password is his daughter's name and birthday: sara01012009		
6. Ling's password is her address: 123mainstreet		
7. Svetlana's password is: 12345678		
8. Laya's password is: 0000		
9. Marilou's password is: password		
10. Kim's password is: abc123		

Are these strong passwords?

	Yes ✓	No ✗
<p>1. Sam’s password is his phone number: 6047654321 Reason: It is not a good idea to use personal information that is easily available. Do not use your name, nickname, birthday, email address, or your pet’s name. People who know you well can easily guess your password</p>		✗
<p>2. Linda’s password is: January Reason: Do not use words in the dictionary. Password cracking programs will try every word in the dictionary to crack your password.</p>		✗
<p>3. Elizabeth’s password is: #v@nc0uVeR%. She uses the same password for all her online accounts as it is easier to remember just one password. Reason: Using the same password for all her different accounts is a very bad idea and someone who gets Elizabeth’s password of one of her accounts will be able to get into all her other accounts.</p>		✗
<p>4. Tom’s password is: 1main Reason: This password is too short. It would take a computer less than a second to crack this password. A strong password should be at least eight characters or longer. The longer and more complicated the password, the more secure.</p>		✗
<p>5. Mohammad’s password is his daughter’s name and birthday: sara01012009 Reason: It is not a good idea to use your own or your family’s personal information that is easily available.</p>		✗
<p>6. Ling’s password is her address: 123mainstreet Reason: It is not a good idea to use personal information that is easily available</p>		✗
<p>7. Svetlana’s password is: 12345678 Reason: This is one of the most common passwords in the world.</p>		✗
<p>8. Laya’s password is: 0000 Reason: This is the default password for many devices.</p>		✗
<p>9. Marilou’s password is: password Reason: This is one of the most common passwords in the world.</p>		✗
<p>10. Kim’s password is: abc123 Reason: This is one of the most common passwords in the world</p>		✗

Read the following statements and answer True or False.

	True	False
1. A strong password has at least 8 characters.		
2. A strong password contains upper and lower case letters, numbers and symbols.		
3. It is a good idea to use our personal information as it is easy for us to remember.		
4. It is a good idea to use the same password for different online accounts, so we can remember it easily.		
5. It is a good idea to use words from the dictionary.		
6. It is a good idea to paste your passwords on your computer, so it is easy to remember it.		
7. It is a good idea to change our passwords at least every six months.		
8. It is a good idea to write down your passwords and keep them in a safe place.		

Read the following statements and answer True or False.

	True	False
<p>1. A strong password has at least 8 characters. <i>Answer: True. The longer, the better</i></p>	True	
<p>2. A strong password contains upper and lower case letters, numbers and symbols. <i>Answer: True. This makes the password more difficult to crack</i></p>	True	
<p>3. It is a good idea to use our personal information as it is easy for us to remember. <i>Answer: False. It is not a good idea to use personal information that is easily available. Do not use your name, nickname, birthday, email address, or your pet's name. People who know you well can easily guess your password.</i></p>		False
<p>4. It is a good idea to use the same password for different online accounts, so we can remember it easily. <i>Answer: False. Using the same password for different accounts is a very bad idea and hackers who crack the password on one account has access to all other accounts a person has.</i></p>		False
<p>5. It is a good idea to use words from the dictionary. <i>Answer: False. Do not use words in the dictionary. Password cracking programs will try every word in the dictionary to crack your password</i></p>		False
<p>6. It is a good idea to paste your passwords on your computer, so it is easy to remember them. <i>Answer: False. Just as it is a bad idea to leave your key in the keyhole, pasting your password on your computer is inviting people to enter your online accounts</i></p>		False
<p>7. It is a good idea to change our passwords at least every six months. <i>Answer: True. Passwords get weaker over time</i></p>	True	
<p>8. It is a good idea to write down your passwords and keep them in a safe place. <i>Answer: True. Sometimes, our passwords are too difficult for us to remember. Writing them down so you can find them when you need them. It is no good if you can't remember all your passwords. You can't go into your accounts.</i></p>	True	

Strong Password Checklist

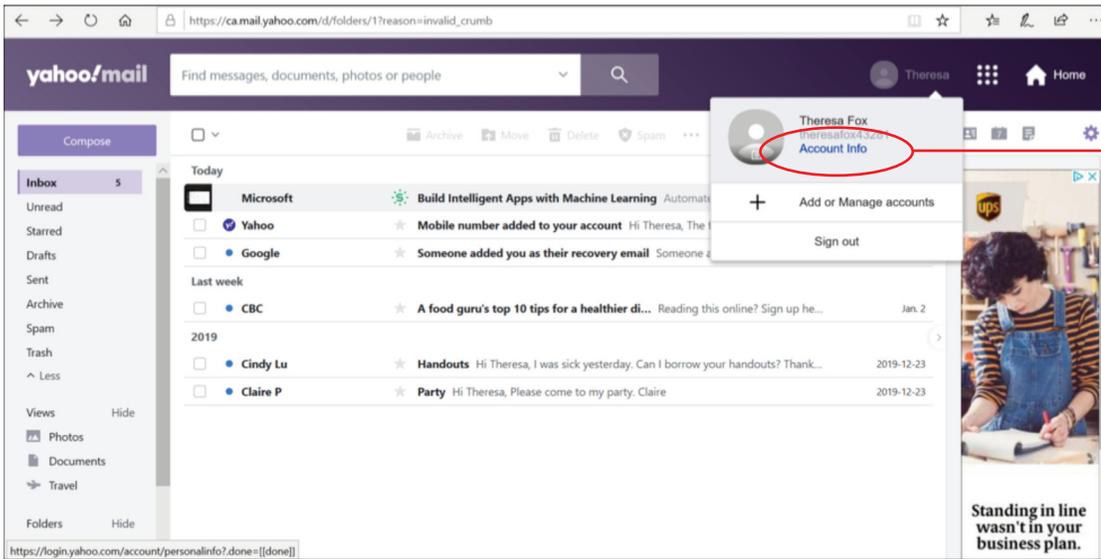
- My password has at least 8 characters; I try to make it longer.
- My password has lowercase and uppercase letters, numbers, and symbols.
- My password does not contain my personal information.
- My password uses a passphrase or a few random words that are easy for me to remember.
- I keep my passwords written down in a safe place in case I forget.
- I change my passwords every six months.
- I use different passwords for different online accounts.



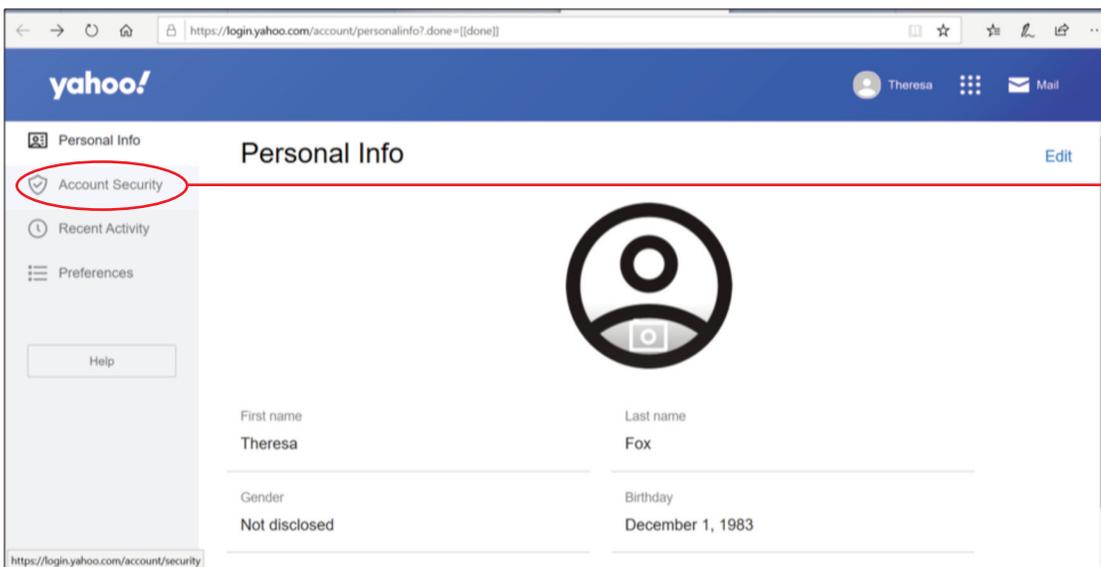
Strong Password Checklist

- My password has at least 8 characters; I try to make it longer.
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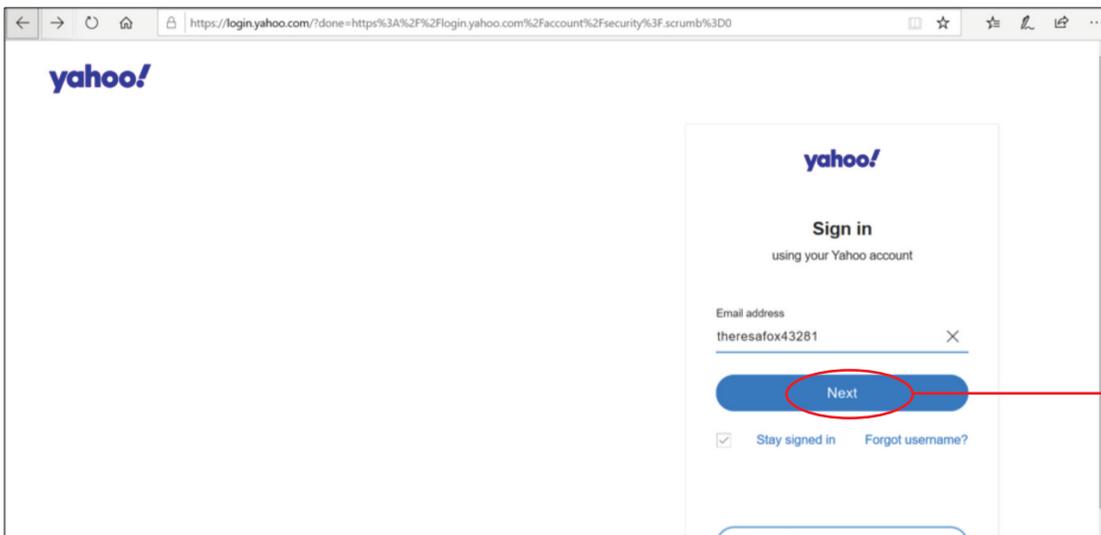
Change Password (Yahoo! Mail)



1. Click on **Account Info**

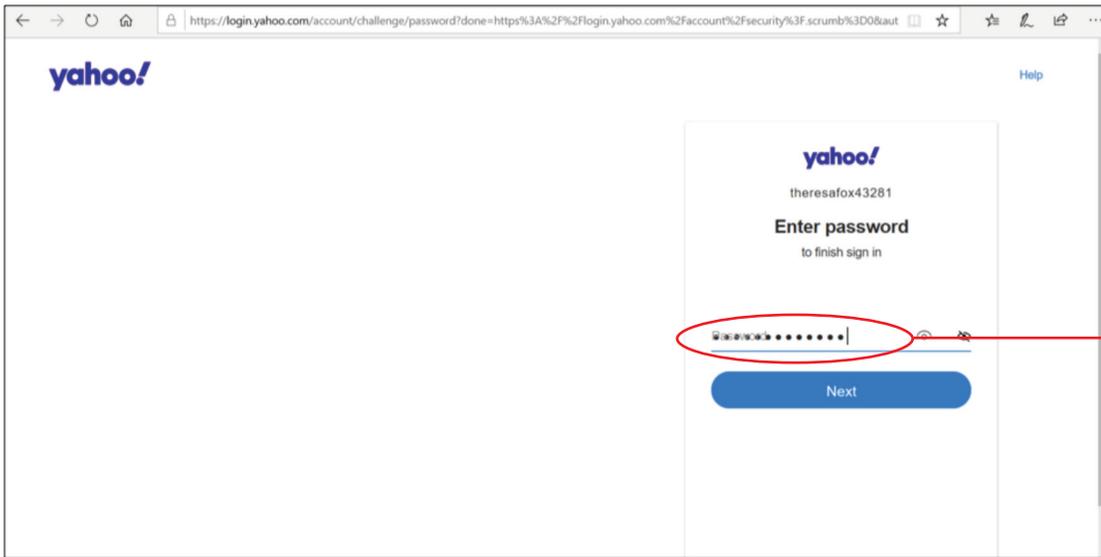


2. Click on **Account Security**

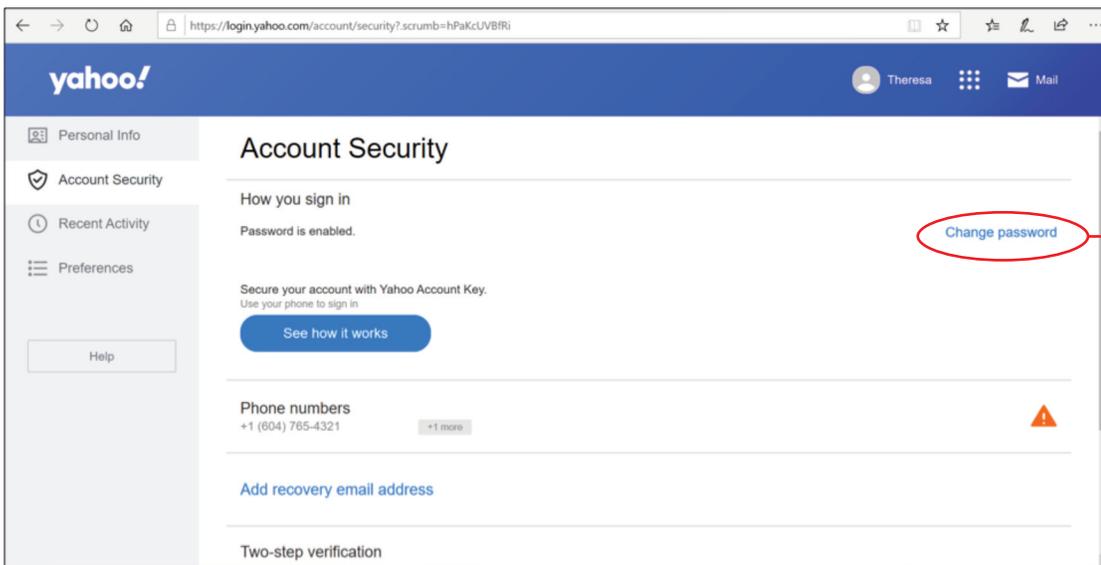


3. Click on **Next**

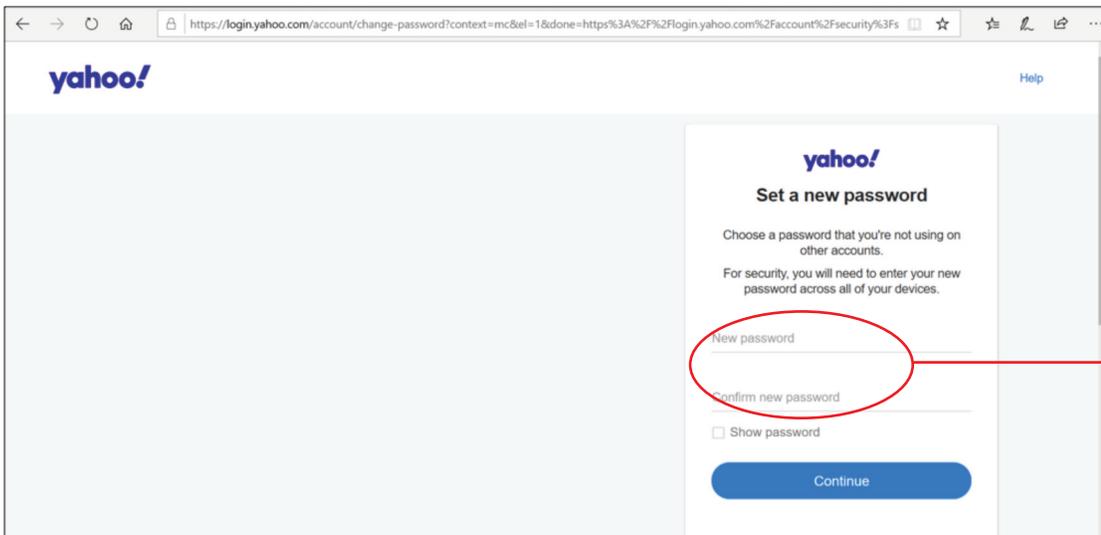
Change Password (Yahoo! Mail)



4. Enter your **Current Password.**

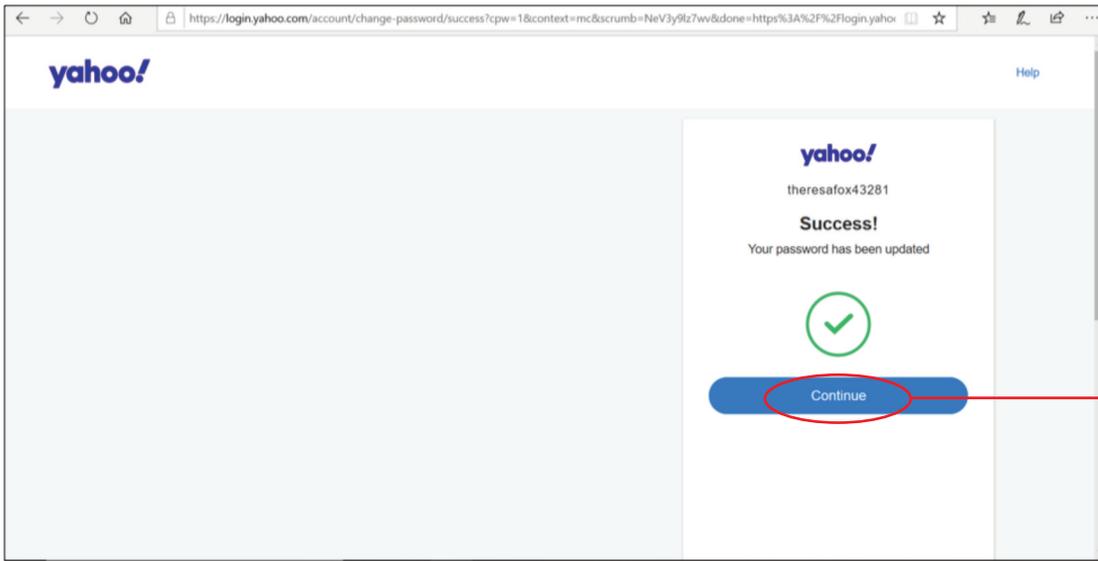


5. Click on **Change password.**

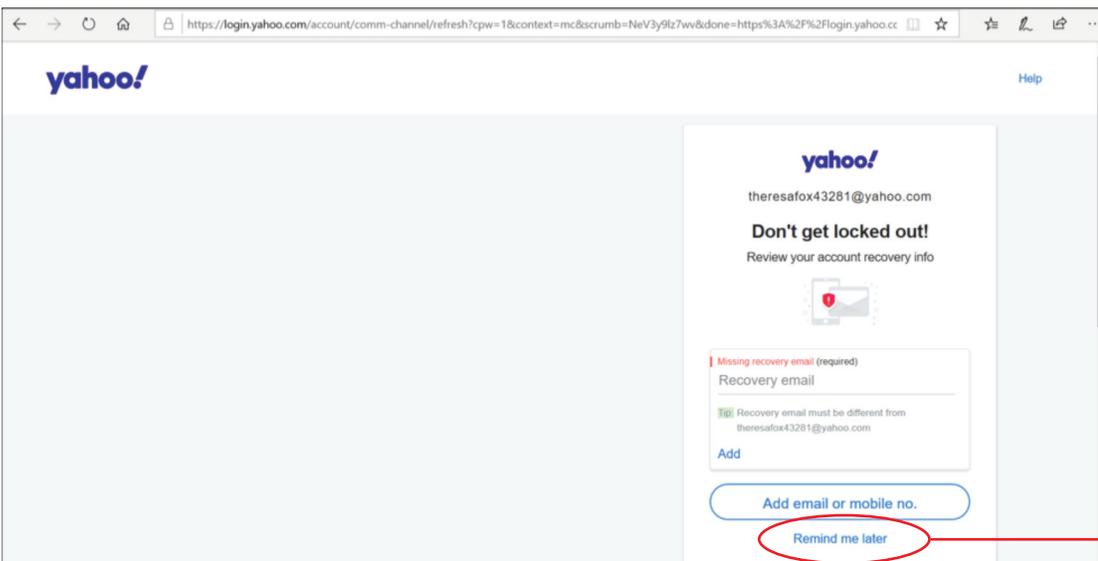


6. Enter your **new password** two times.

Change Password (Yahoo! Mail)



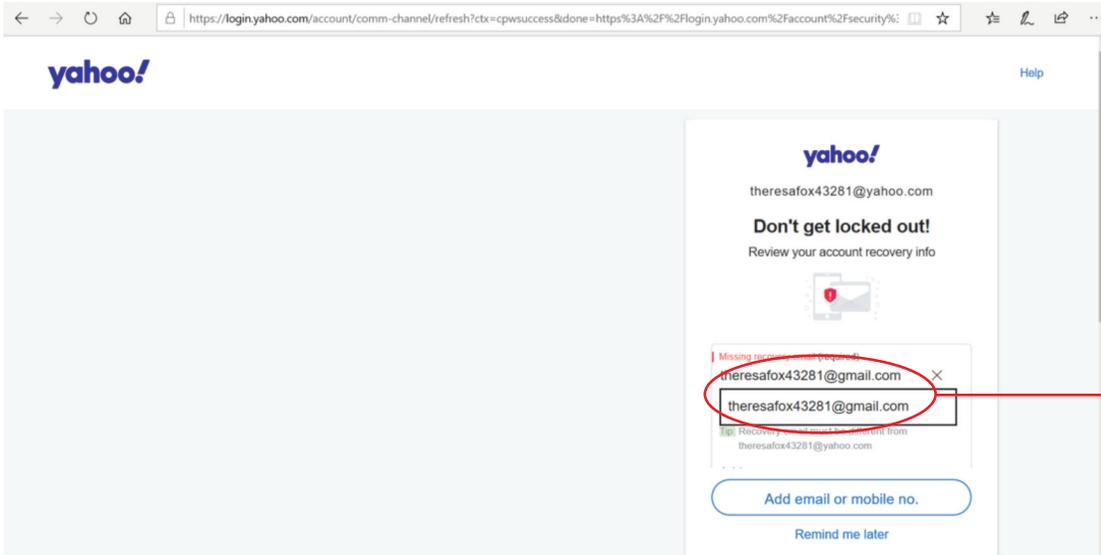
7. Click on **Continue.**



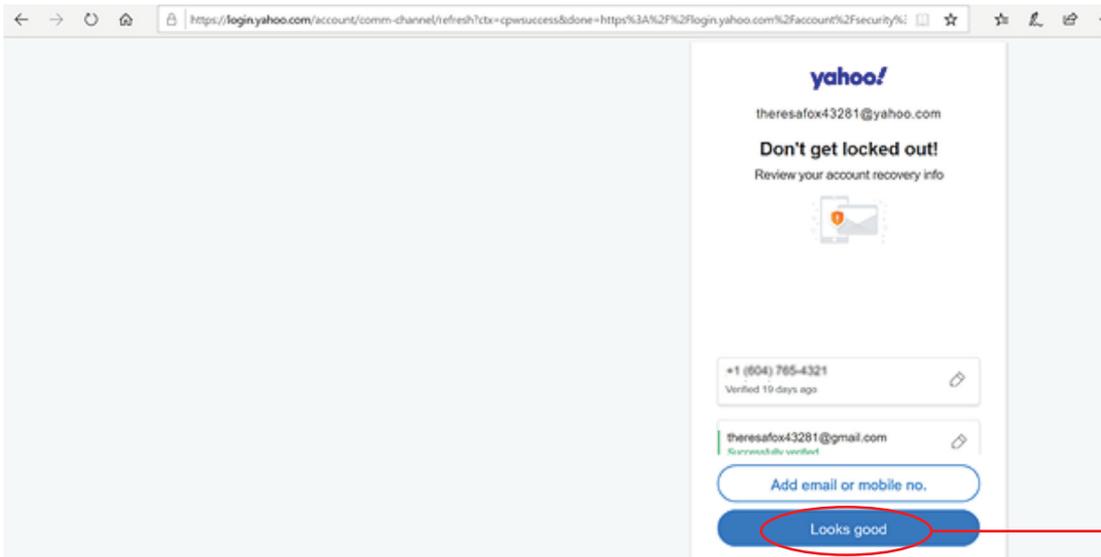
8. Click on **Remind me later.**

Change Password (Yahoo! Mail)

Optional: Enter recovery email

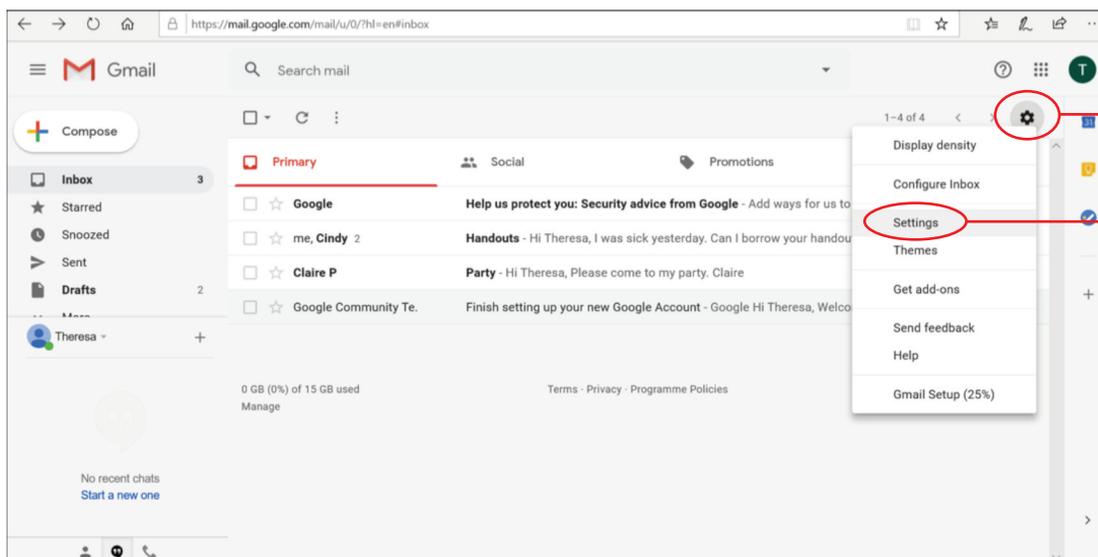


9. Enter your other email address. Yahoo! Will send an email to this address if you forget your password.

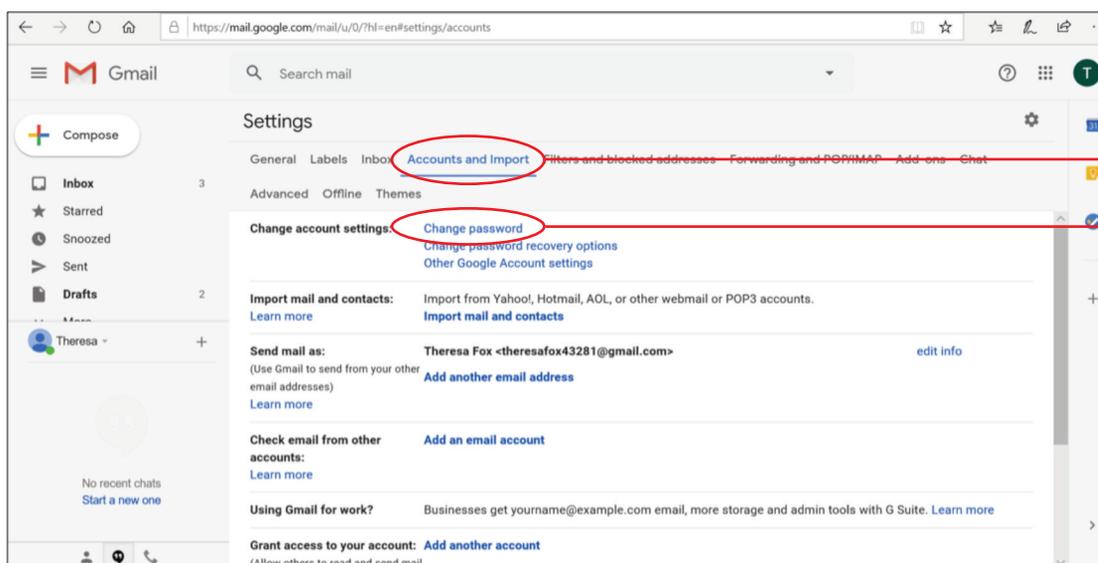


10. Check your new email. Click on **Looks good.**

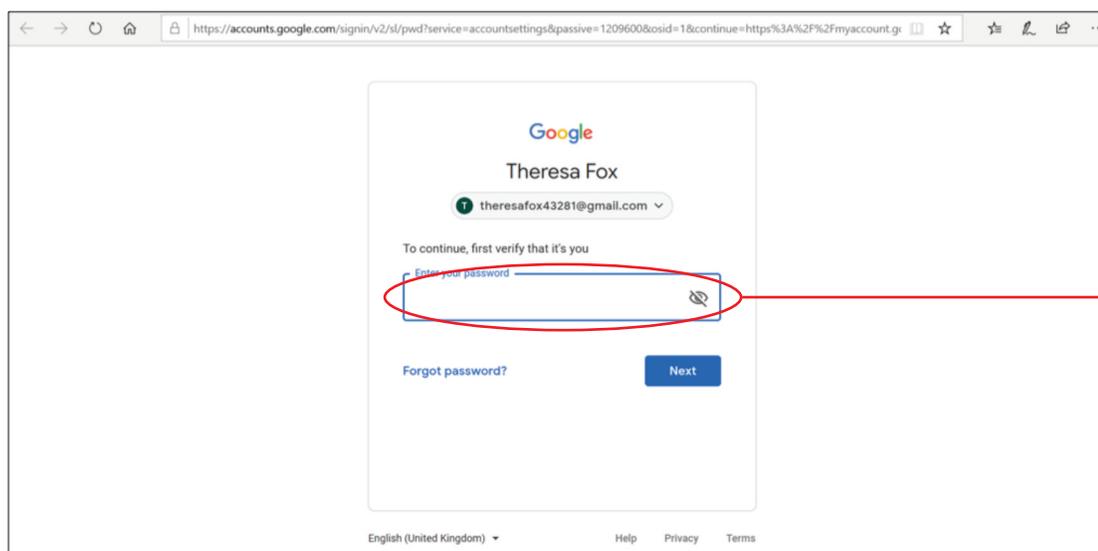
Change Password (Gmail)



1. Click on the **Settings icon**.
2. Click **Settings**.

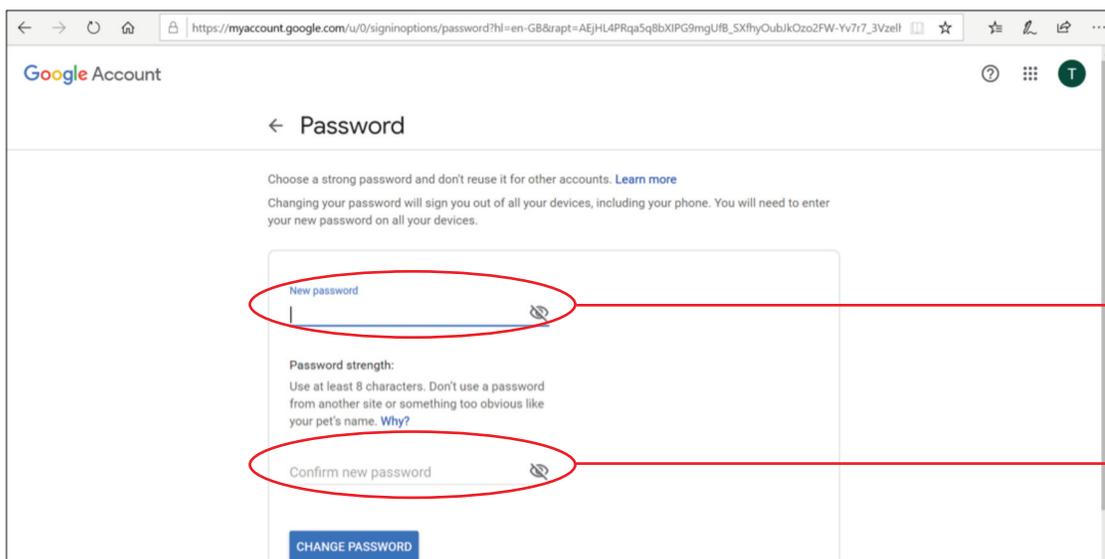


3. Click on **Accounts and import**.
4. Click on **Change password**.

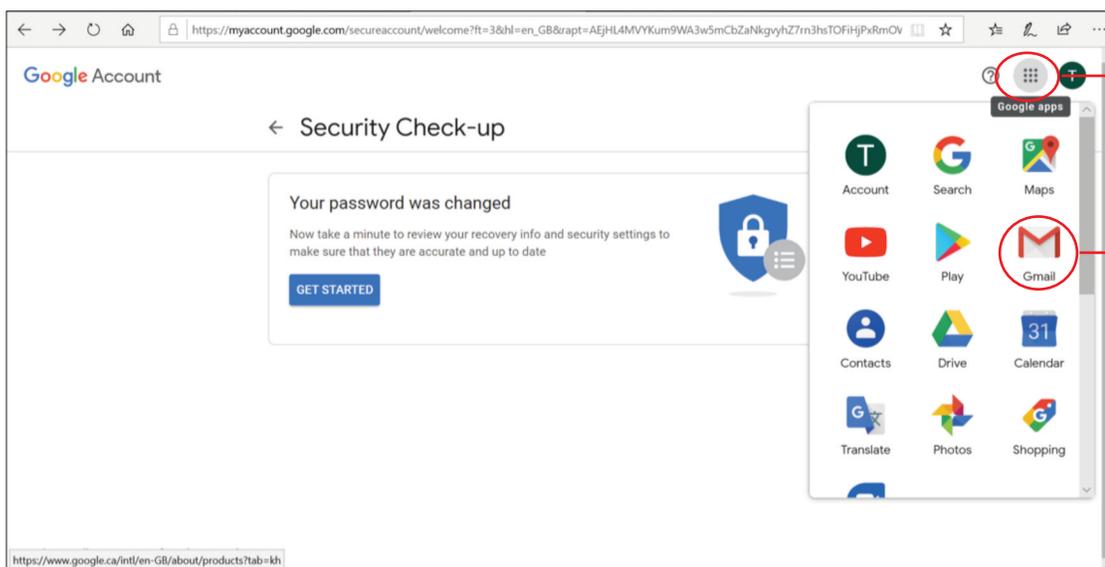


5. Enter your **current password**.

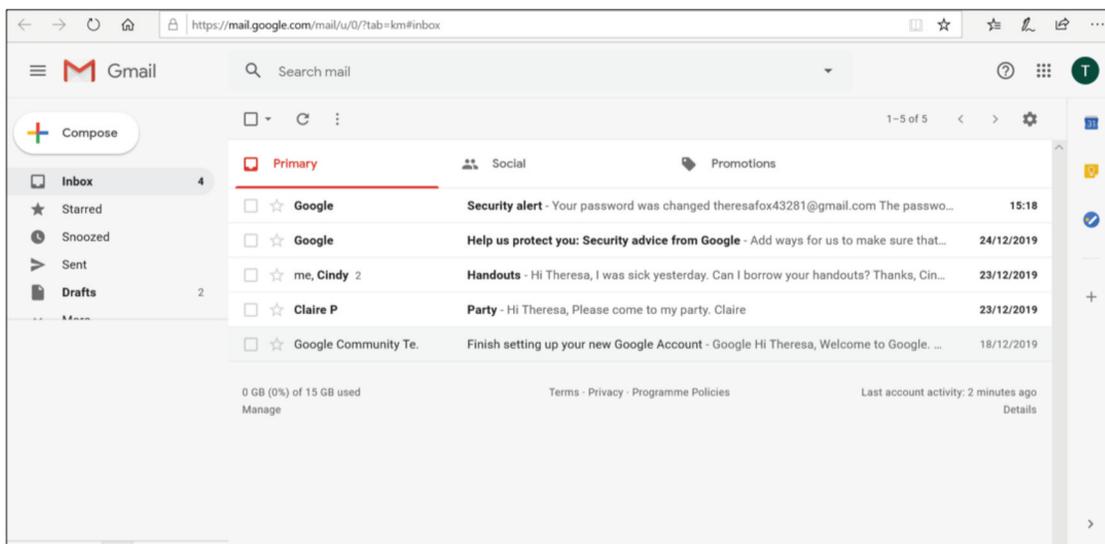
Change Password (Gmail)



- 6. Enter your **new password**.
- 7. Enter your **new password** again.



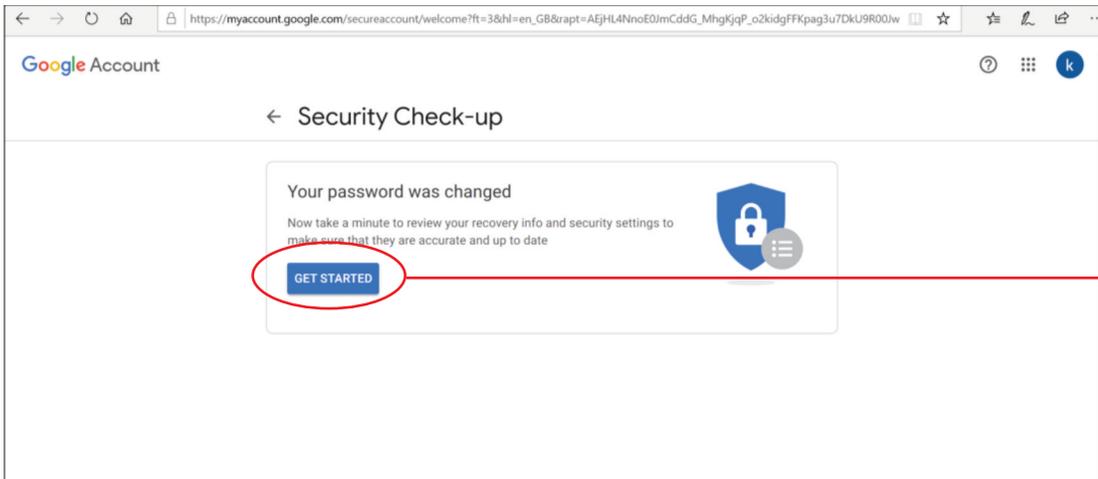
- 8. Click here to open up your **Google apps**.
- 9. Click on the **Gmail** icon to go back to your Gmail account.



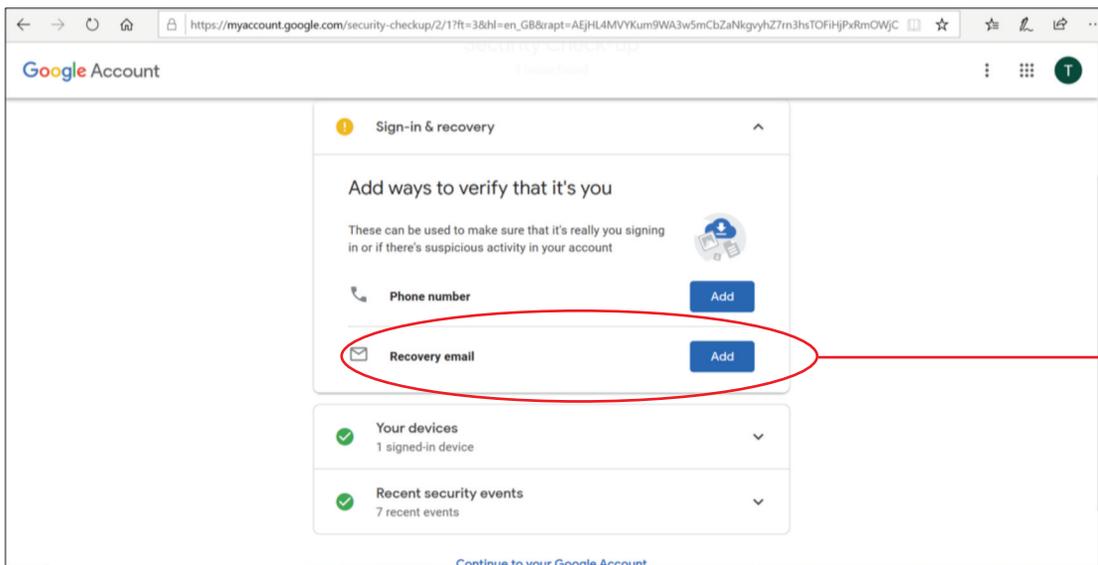
You will see this page.

Change Password (Gmail)

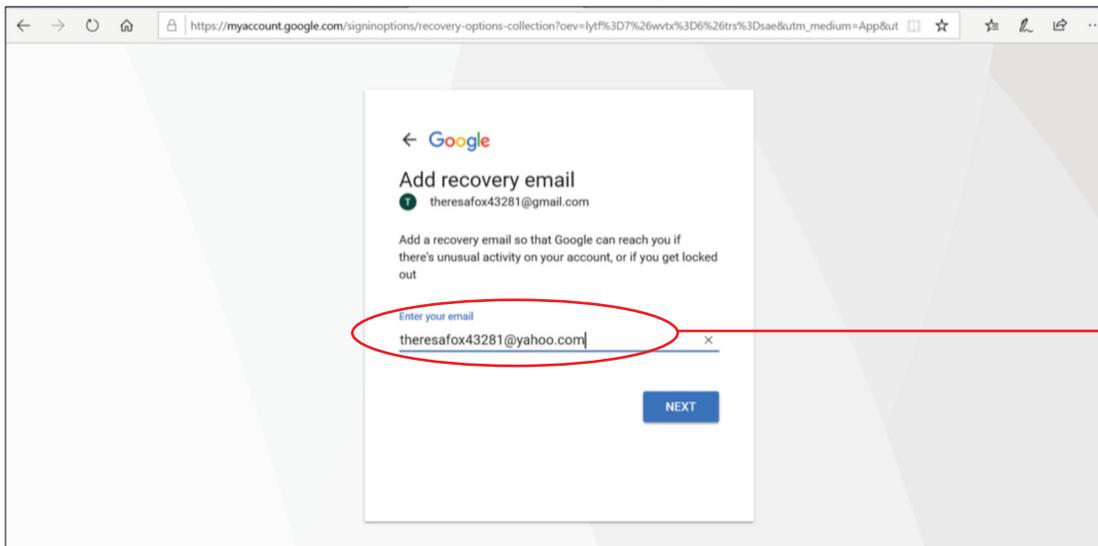
Optional: Enter recovery email or recovery phone number



1. Click on **Get Started**.



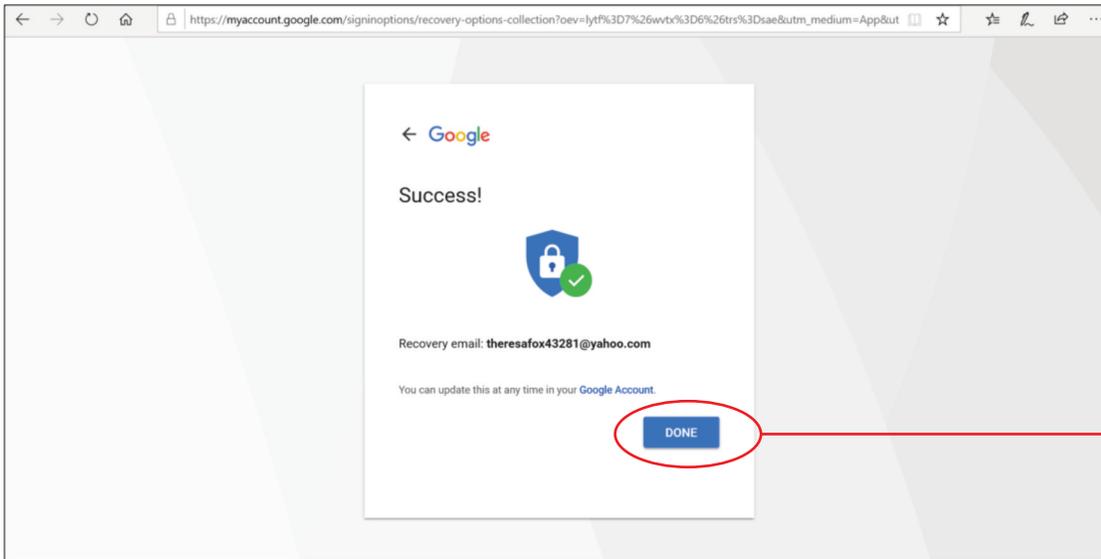
2. Click **Add**. You can choose Phone number or Recovery email. We've chosen Recovery email here.



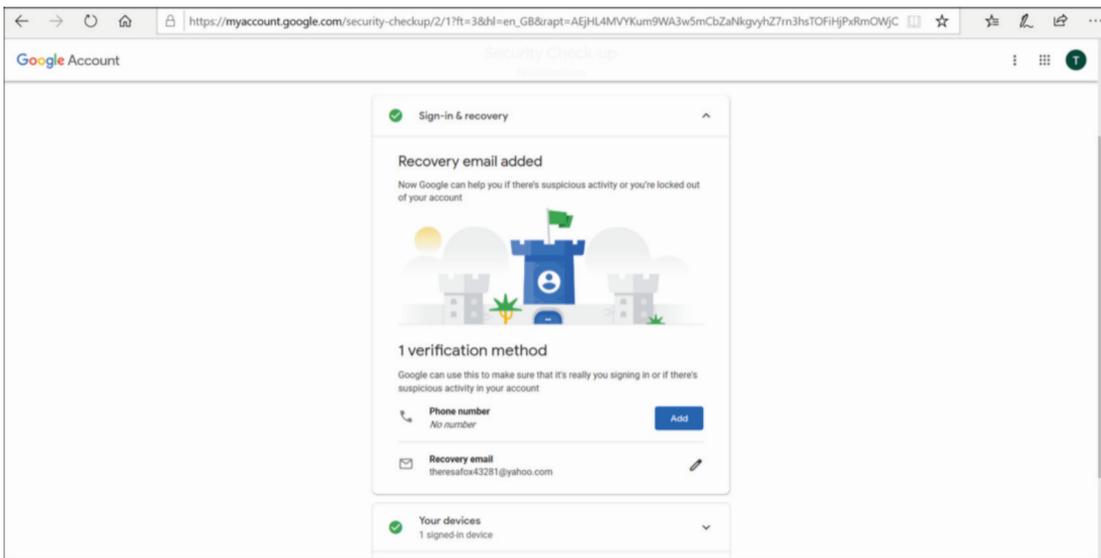
3. Enter your recovery email.

Change Password (Gmail)

Optional: Enter recovery email or recovery phone number

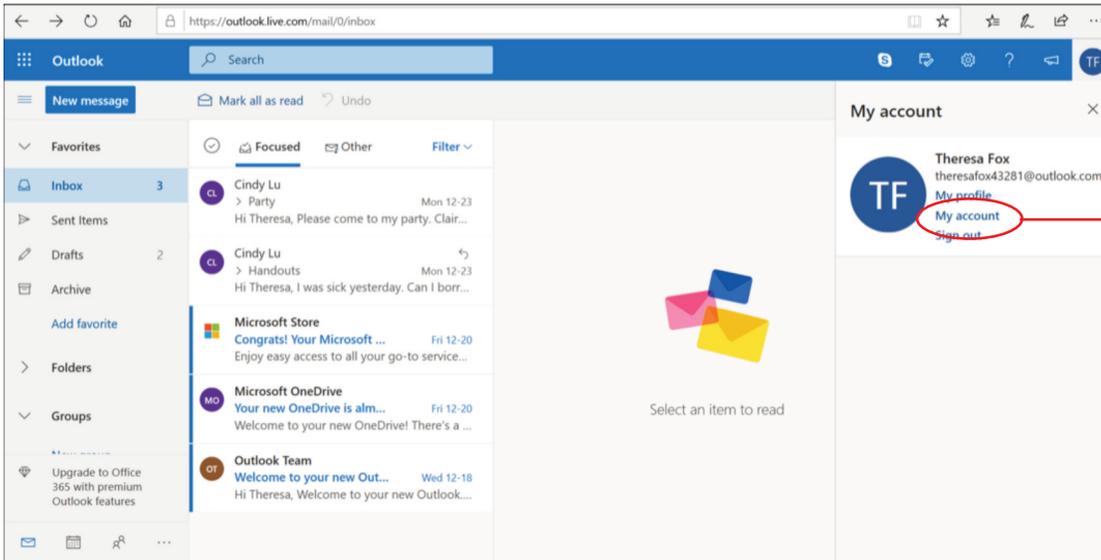


4. Click **Done**

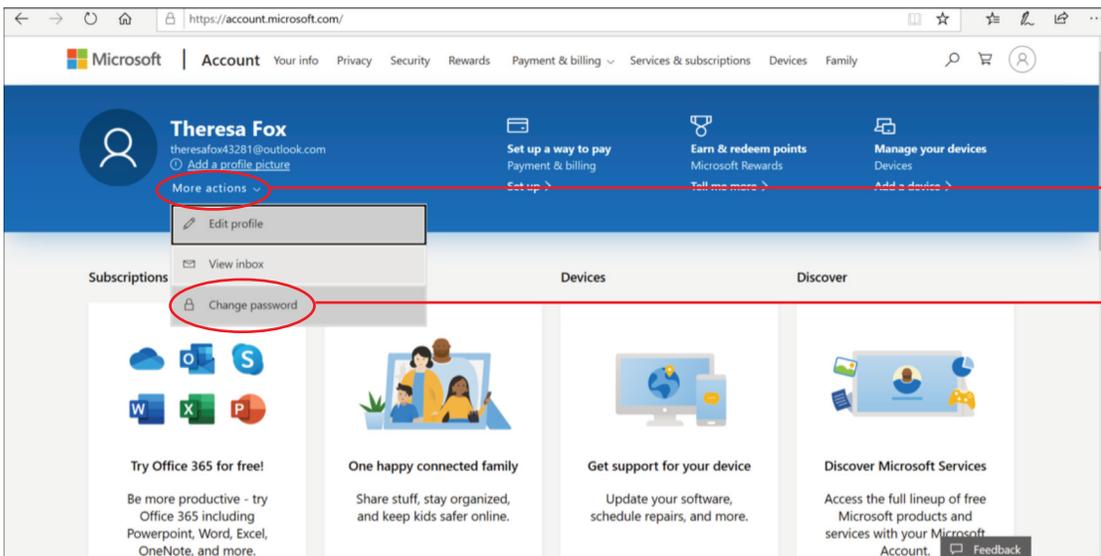


You will see this page.

Change Password (Outlook)

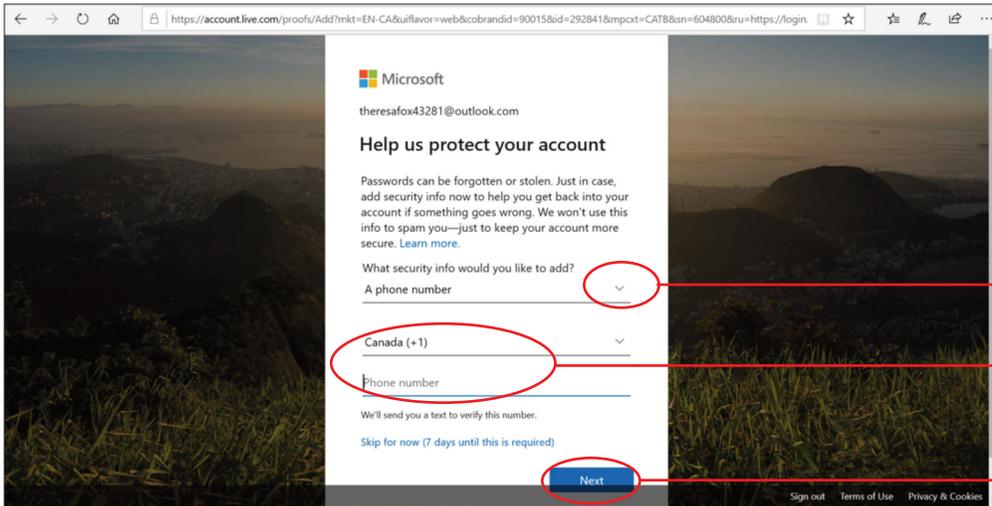


1. Click **My account**.



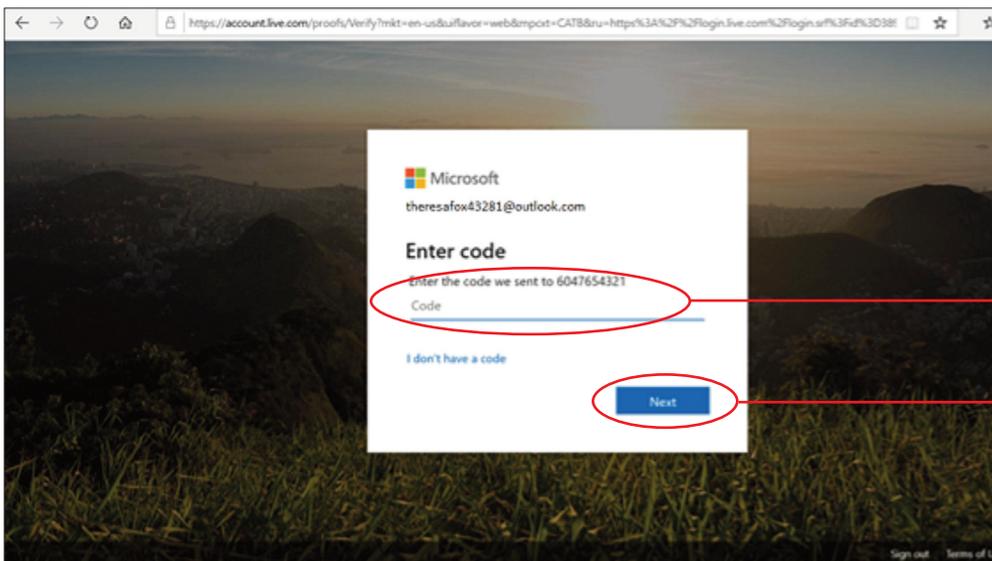
2. Click **More actions** then **Change password**.

Change Password (Outlook) (Only for first-time password changes)

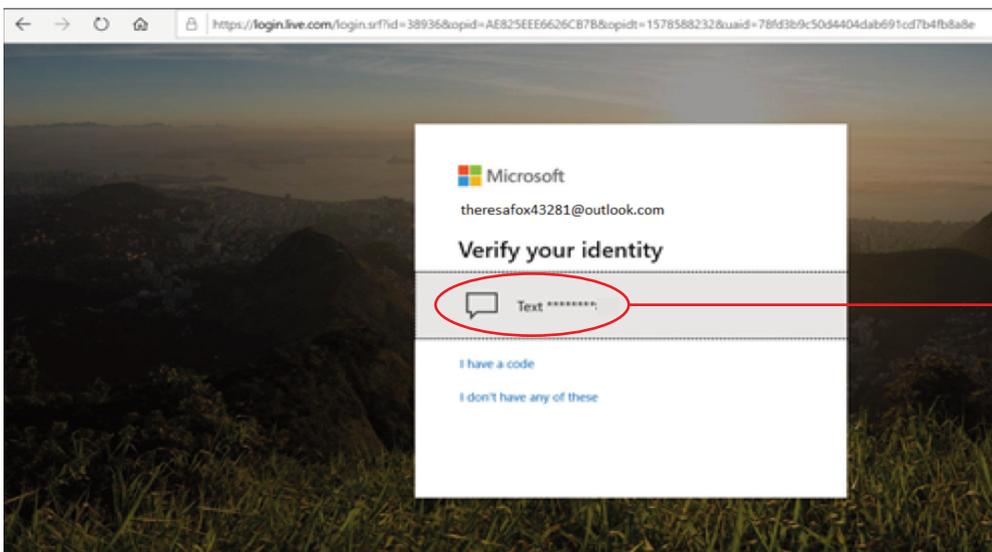


Choose a phone number or an email address. We chose a phone number here.

a. Enter your phone number then click **Next**.

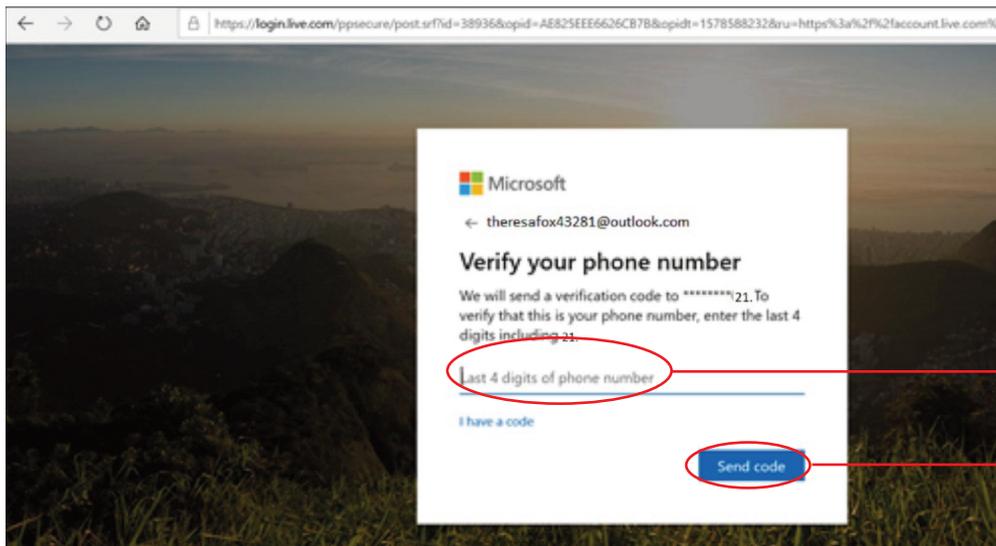


b. Enter the code that was sent to your phone.
c. Click **Next**.

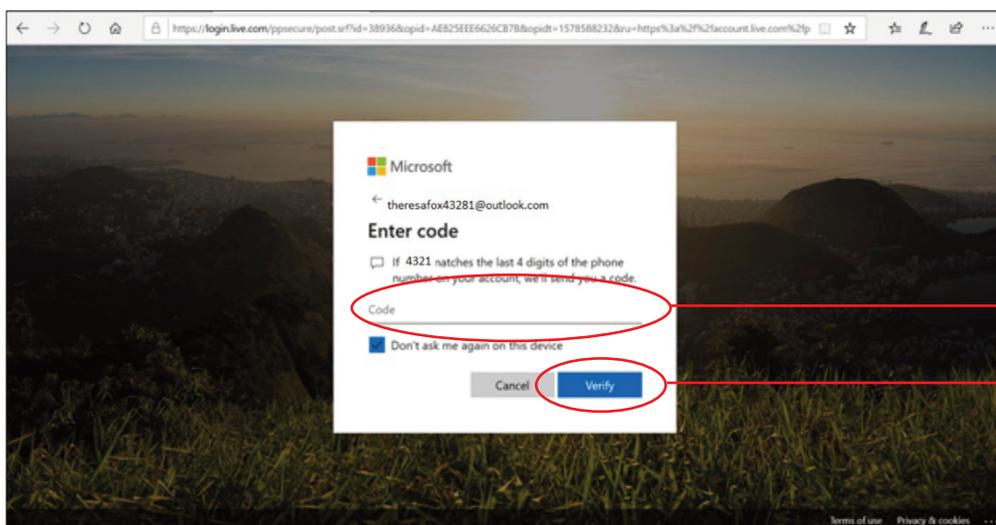


d. Click here.

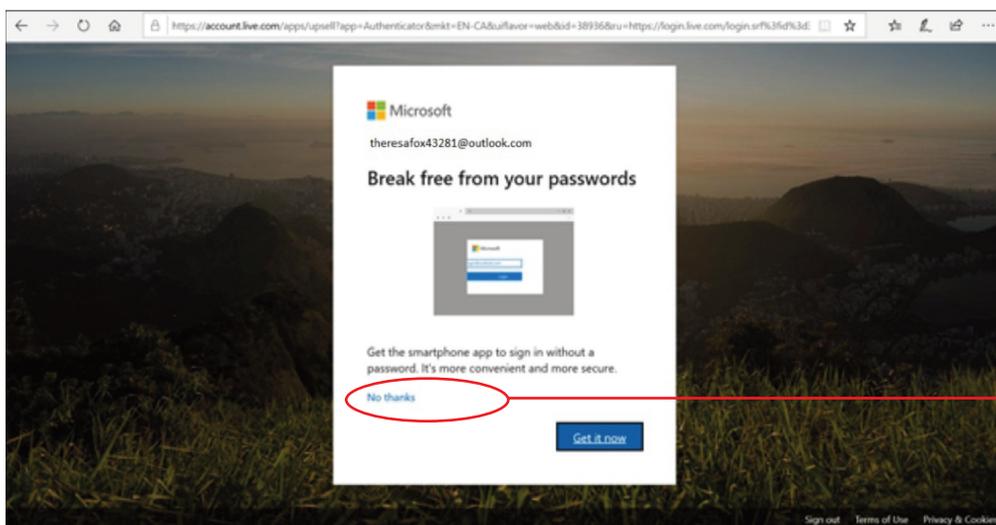
Change Password (Outlook) (Only for first-time password changes)



- e. Enter the last four digits of your phone number.
- f. Click **Send code**.

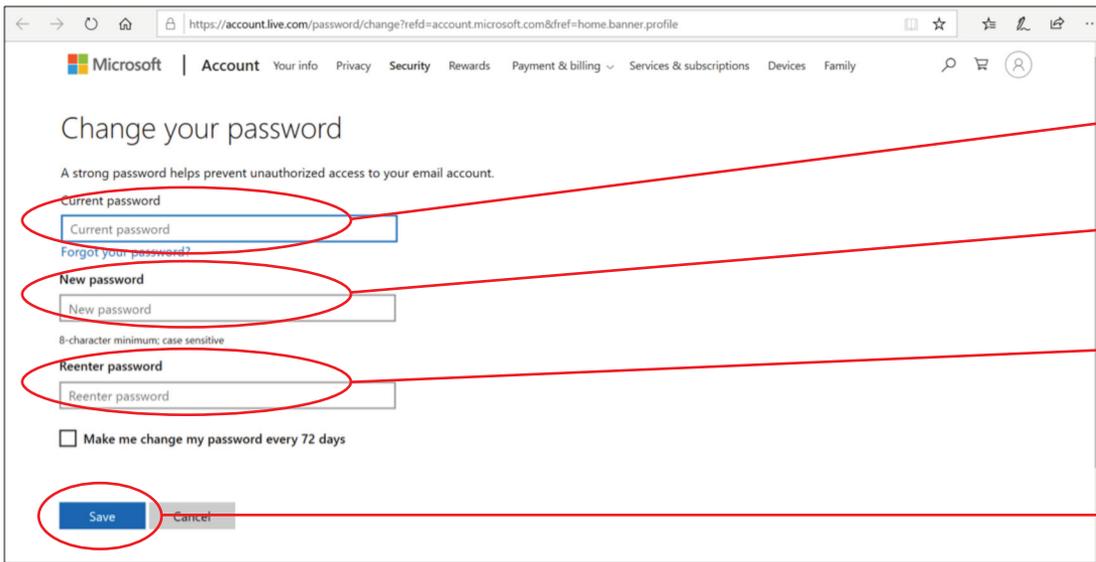


- g. Enter the code you received on your phone.
- h. Click **Verify**.

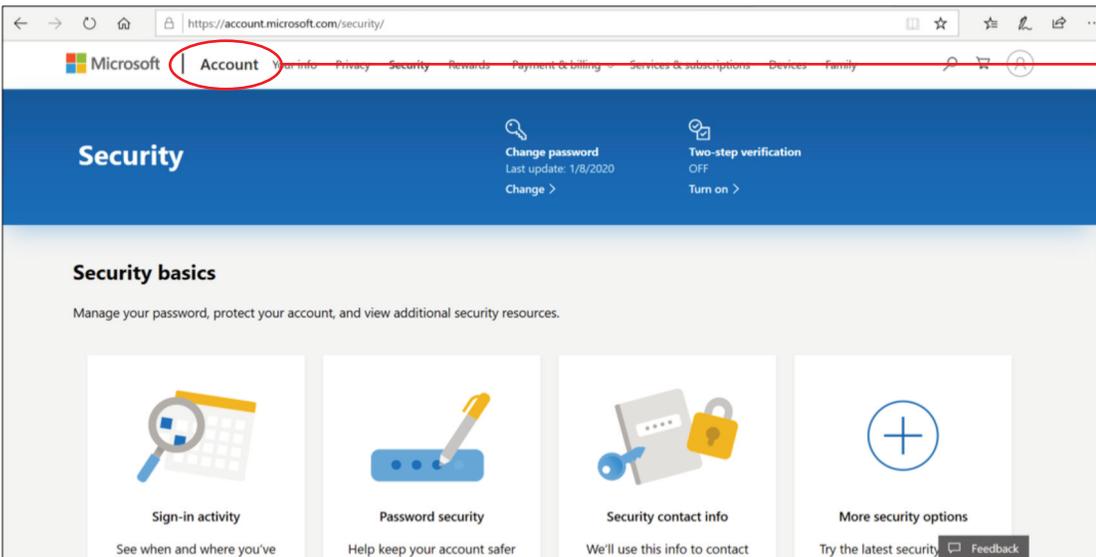


- i. Click **No thanks**.

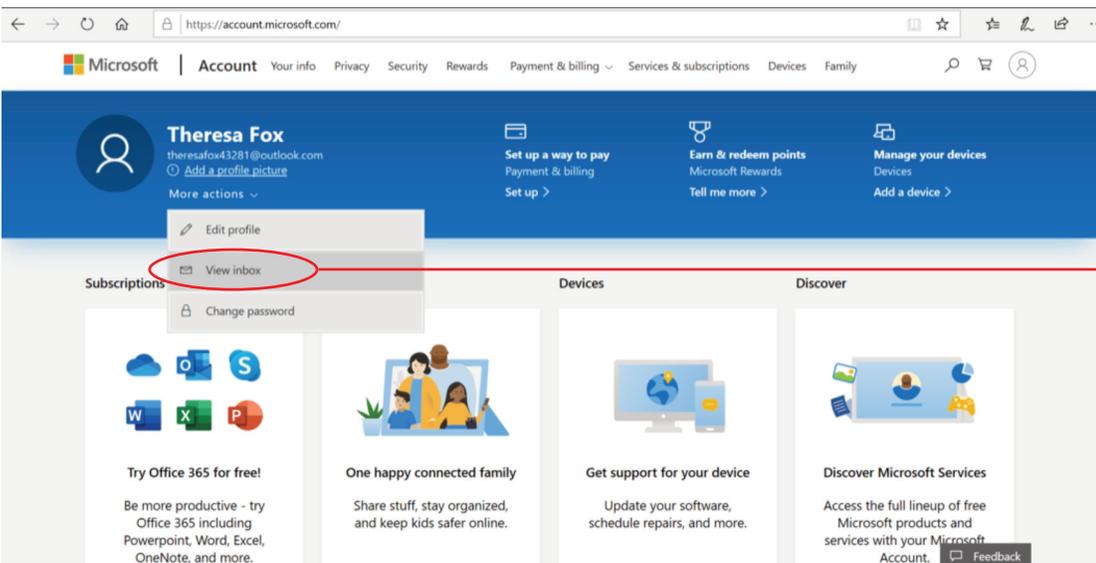
Change password (Outlook)



- 3. Enter your current password.
- 4. Enter your new password
- 5. Enter your new password again.
- 6. Click **Save**.



- 7. Click **Account**.



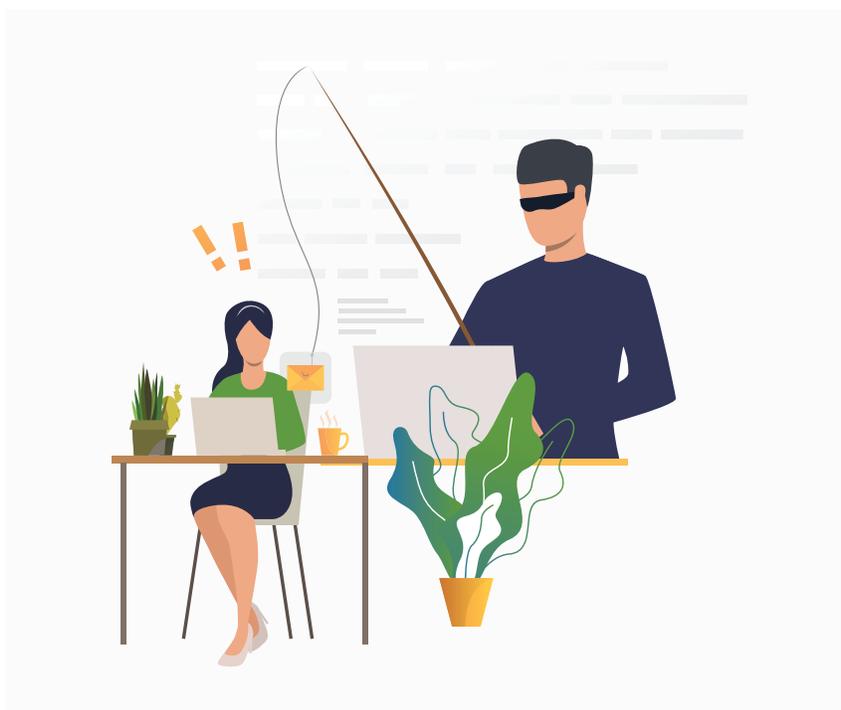
- 8. Click **View inbox** to go back to your email account.

Phishing

People go fishing to catch fish.



People go phishing to catch your personal information.



Stealing Personal Information

What do criminals want?



They want to steal your personal information.

Catching Victims

Oh, no!
I have a problem.
I am afraid.



Catching Victims

Yay!

I have a surprise gift.

I am excited.



Hyperlink Styles

- box
- different colour
- underlined



Amazon Support <amazon24@poisirniuajniir.com>



Nov. 16 at 4:58 p.m. ★



Payment Declined

Hello Customer,

We are having trouble authorizing your payment for the items below. Please verify or update your payment method. If your payment information is correct (such as expiry date and billing address), please contact your bank for more details.*

[Update your payment method](#)

Order Details

Order #[114-7374512-0353037](#)

Total Pending Payment: \$80.34

Payment Method: Debit Card/credit card

Learn more about [resolving declined payments](#).

We hope to see you again soon.

Amazon.com

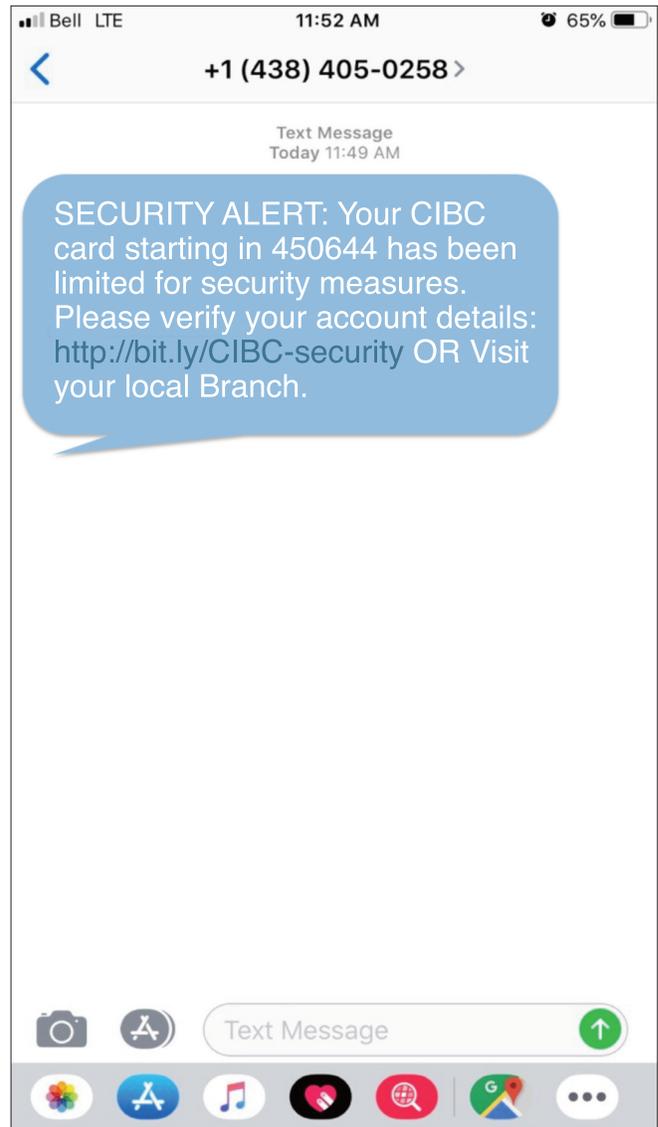
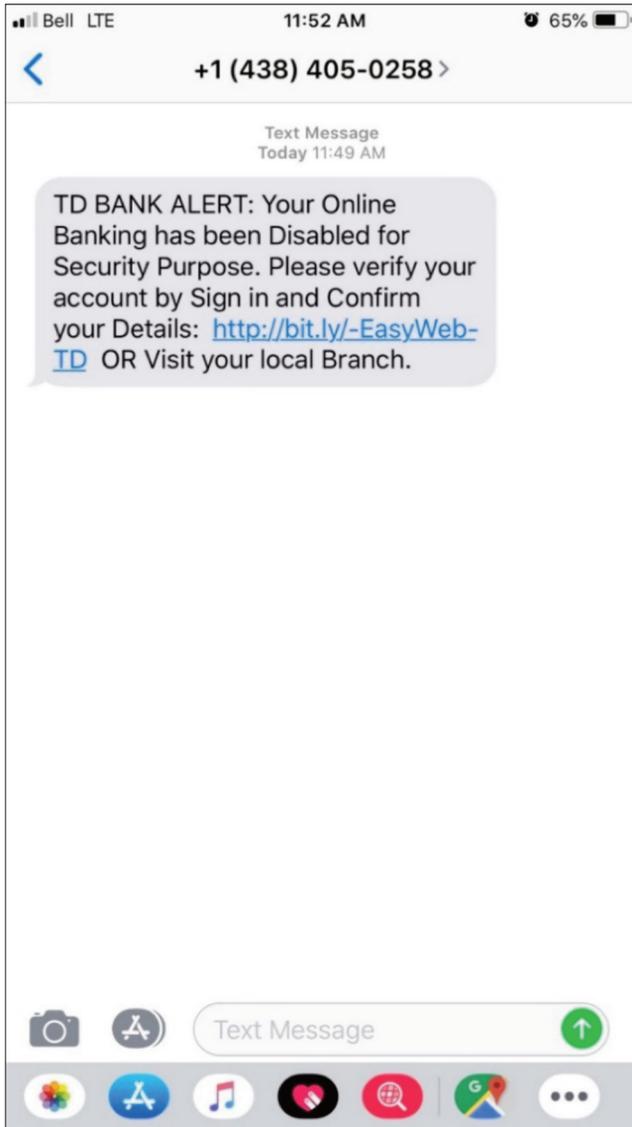
*Your bank may have declined the charge if the name, expiration date, or ZIP code you entered does not match the bank's information. If your card has expired, you recently moved, or you received a new card from your bank, you may need to update the card number, expiration date, and ZIP code to ensure your card continues to work. If the payment details you entered are correct, we suggest using the phone number on the back of your card to contact your bank to learn more about their policies. Please have the exact dollar amount and details of this purchase when you call your bank.

If paying by credit card is not an option, buy Amazon.com Gift Card claim codes with cash from authorized resellers at a [store near you](#).

This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

Identify Hyperlinks

Find the hyperlinks (mobile phone)



Identify Hyperlinks

Find the hyperlinks (email)

From: Canada Revenue Agency (CRA) <memberID-63692@cra-arc.gc.ca>
Date: November 21, 2019 9:29:00 AM EST
Subject: [Bulk] Tax Refund (776752) \$320.50
Reply-To: memberID-85140@cra-arc.gc.ca



Government
of Canada

Gouvernement
du Canada

Dear Canada Revenue Agency customer,
Part of your Canadian tax expenses for the year 2019 have been processed and completed. You are entitled to a refund for CAD\$988.44.
You are required to follow the secure link below to log in to our secure E-pass site with your Social Insurance Number and complete the required details in order for your tax refund to be processed and deposited into your account.
To access the secure form for your Tax Refund, please [click here](#) to get started.

Sincerely,
Canada Revenue Agency

© 2018 Copyright Canada Revenue Agency. All rights reserved.



RBC Royal Bank
<q6@udue.ca>



Nov. 12 at 5:26 a.m.



An INTERAC e-Transfer of \$1950 CAD was successfully sent to you on Tuesday, 12 November 2019.
Sign into online banking to deposit funds by clicking the link below:

<https://www.rbcroyalbank.com>.

Royal Bank of Canada Website, © 1995-2019



Identifying Phishing Emails



Amazon Support <amazon24@poisirniuajniir.com>



Nov. 16 at 4:58 p.m. ★



Payment Declined

Hello Customer,

We are having trouble authorizing your payment for the items below. Please verify or update your payment method. If your payment information is correct (such as expiry date and billing address), please contact your bank for more details.*

[Update your payment method](#)

Order Details

Order #[114-7374512-0353037](#)

Total Pending Payment: \$80.34

Payment Method: Debit Card/credit card

Learn more about [resolving declined payments](#).

We hope to see you again soon.

Amazon.com

*Your bank may have declined the charge if the name, expiration date, or ZIP code you entered does not match the bank's information. If your card has expired, you recently moved, or you received a new card from your bank, you may need to update the card number, expiration date, and ZIP code to ensure your card continues to work. If the payment details you entered are correct, we suggest using the phone number on the back of your card to contact your bank to learn more about their policies. Please have the exact dollar amount and details of this purchase when you call your bank.

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Identifying Phishing Emails

Amazon Support <amazon24@poisirmiujniir.com> Nov. 16 at 4:58 p.m. ★

amazon **Payment Declined**

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Companies and banks never ask this.

Order Details

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Phishing Emails – Dos and Don'ts

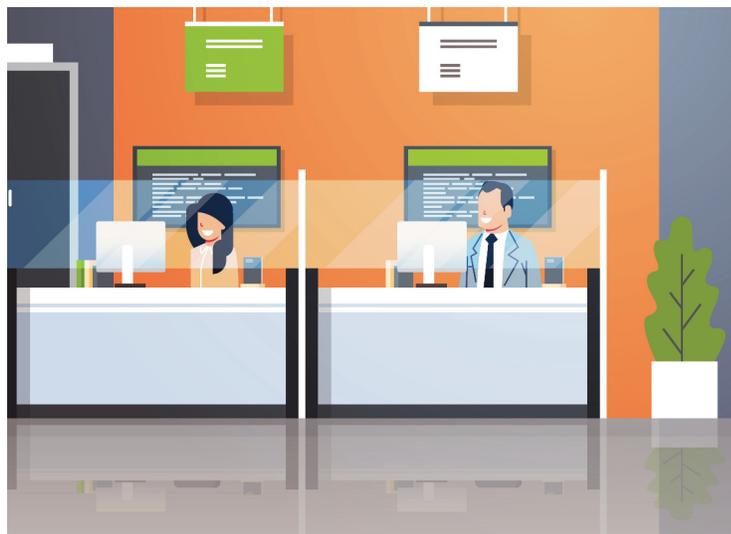
1. Do not click a hyperlink.



TD BANK ALERT: Your Online Banking has been Disabled for Security Purpose. Please verify your account by Sign in and Confirm your Details: <http://bit.ly/-EasyWeb-TD> OR Visit your local Branch.

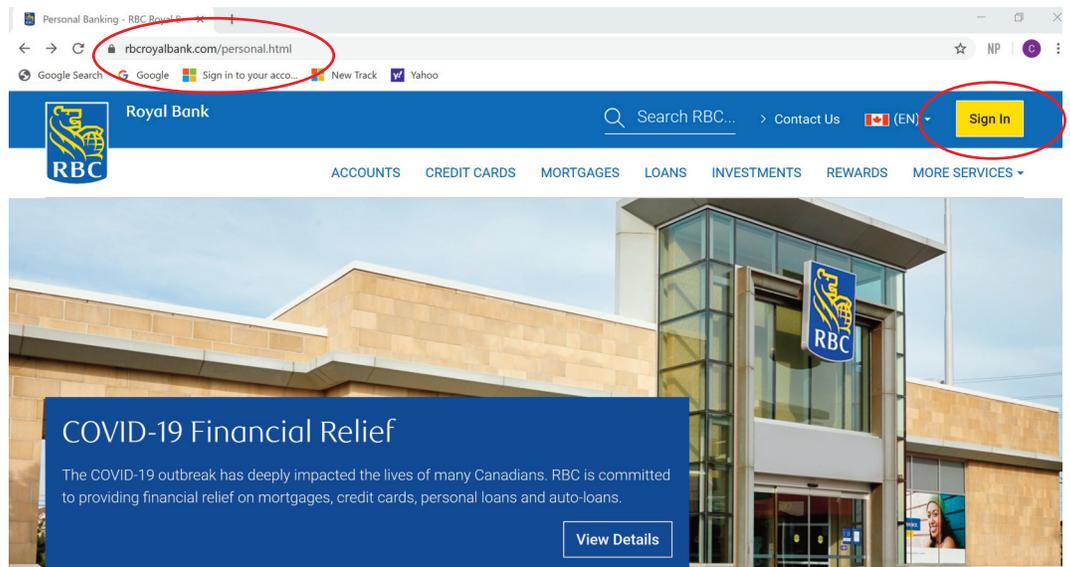


2. Go to your bank.



OR

3. Sign in to your online account.

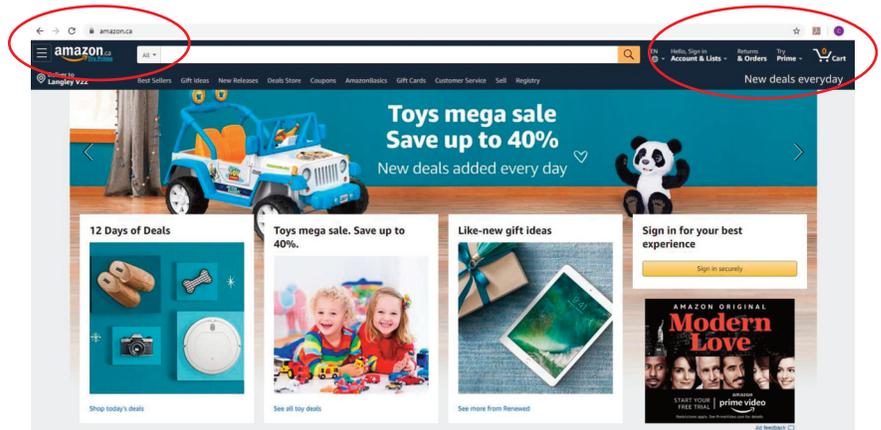


Phishing Emails – Dos and Don'ts

4. Bought something? I don't remember.



5. Sign in to your online account.



6. Do not reply (answer).

