

PERSONAL SECURITY CHECKLIST

	TASK	COMPLETED
Passwords		
	Use a password manager	
	Use strong, unique passwords for each account	
Multi-Factor Authentication (MFA)		
	Enable MFA for every account and application that supports it	
Software & Device Updates		
	Turn on auto-updates for Windows, macOS, iOS, Android, etc.	
	Enable auto-updates for devices (phones, tablets, laptops, etc.)	
	Enable auto-updates on applications	
Browser Security		
	Keep browser(s) updated	
	Avoid risky plugins	
	Configure privacy settings	
Anti-Virus / Anti-Malware		
	Install reputable security software	
	Manage quarantined items	
	Schedule Automatic Scans	
Phishing/Scam Awareness		
	Learn to spot phishing emails and suspicious links	
	Verify everything before you click or respond	
	Never share credentials or personal information with an unknown source	



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	TASK	COMPLETED
Regularly backup important data		
	Keep your backups off the network (offline or cloud)	
	Test your backup restore process to ensure it works	
Social Media		
	Regularly monitor and review privacy settings	
	Manage your friends/followers lists	
	Limit or eliminate posting personal information (birthdays, vacations, etc.)	
Email Security		
	Unsubscribe from unused mailing lists	
	Report, block, and delete spam emails	
	Get in the habit of verifying the sender's email address and domain	
Network Security		
	Change default admin credentials on your router	
	Update router firmware	
	Use WPA2/WPA3	
	Use VPNs when accessing public Wi-Fi	
	Guest Network/VLAN: Separate IoT devices or guest users if possible	
	Manage and review connected devices regularly	
Encryption		
	Enable device encryption (BitLocker/FileVault)	

