



Middlebury

Middlebury Information Security  
Information Technology Services  
infosec@middlebury.edu

700 Exchange Street  
Middlebury, VT 05753

# SAFE COMPUTING

**Subject:** Password Security

**To:** Computer Users

**Date:** August 22, 2016

**From:** Information Security

- Always keep passwords secure and confidential.
- Always ensure your passwords are unique to the application or service.
- Use easy to remember pass phrases with special numbers and characters. (<http://go.middlebury.edu/passwordpolicy>)
- Always keep a PIN or password on your mobile device.



- Never provide your password through email or through a link obtained in an email.
- Check the URL or address of a website to ensure you are at the right site and not a spoofed version before entering a password.
- Always reset your passwords immediately if you ever suspect that they may have been compromised.

- Where possible use two-factor or multi-factor authentication.
- Use a password management tool such as LastPass, 1Password or Password Safe to manage your passwords securely.
- Visit <http://go.middlebury.edu/password> to reset your Middlebury network password.

