Protect Your Digital Life

Every 39 seconds, a hacker attacks a computer. Are you next? Imagine losing your life savings, sensitive photos, or access to your loved ones in a single online attack. It's not a nightmare, it's a reality for many. Here are a few easy steps you can take to reduce this risk.

- The site to change your VUMC ID is [https://www.vumc.org/it/accessvumc](https://www.vumc.org/it/accessvumc)
- Multi-Factor Authentication is required to change your VUMC ID
- Click on Existing Users (Big Blue Button).
- Then click on Manage VUMC ID (yet another Big Blue Button).
- Complete the Ping Login and enter your current MFA passcode
- Then you will see a Change VUMC ID Password on the upper left.

*Helpful hint: Under View Profile you can look up WHEN your password expires! Just remember - the password expires at midnight the day before. If you wait for the day of, you are too late.*

VUnetID Password Requirements

- Cannot reuse your last 10 passwords.
- Passwords MUST CONTAIN
  - At least eight (8) characters
  - Characters from at least three (3) character sets
    - Lowercase Letters (abcdef...)
    - Uppercase Letters (ABCDEF...)
    - Numbers: 0123456789
    - Special Characters: ~!@#$%^&*()_+-=;:/<>?,{}

- Passwords CANNOT CONTAIN:
  - More than 16 characters
  - Three (3) consecutive characters from the VUMC ID
  - Primary email
  - Last name
  - Display name
  - VUMC ID in reverse

- Your password will be checked against commonly used terms

Update Software
• Hook / Intro Tired of slow, buggy software? Updates are like a breath of fresh air for your computer. Get the latest versions and experience the difference. It can also keep your computer from being a hacker’s dream come true (jump to page)

Keeping software on your work and personal computer up-to-date is a big step you can take to keep your data safe. Additionally, it will keep your devices running smoothly and will increase compatibility across many different devices.

❖ First, you should know what software is on your devices.
❖ Now that you know the vendors, sign up to be notified of updates. It is good practice to read any notes for the update to make sure it does not break something critical. If you cannot understand the techie release notes, a quick search for the update will usually provide more user-friendly information.
❖ Where you can, enroll in automatic software updates. Where you can’t, put a reminder on your calendar to check for software updates at least once per month.