TWICE A YEAR

15-Minute Security Checkup

You set things up. This keeps them working. Five quick stations, about three minutes each, to catch what changed since last time.

WHEN TO DO IT

Pair it with something you already do twice a year, like changing the clocks in spring and fall. Same weekend, every year.

1 Who can get in

ABOUT 3 MINUTES

- [ ] Look at the devices signed in to your main email account. Sign out any you do not recognize.
  Google: myaccount.google.com, Security, Your devices. Apple: Settings, tap your name, scroll to your devices.
- [ ] Make sure the recovery phone number and backup email on that account are still yours.
- [ ] Remove anyone who no longer needs access to shared streaming, location sharing, or family accounts.

2 Password health

ABOUT 3 MINUTES

- [ ] Run your password manager's built-in check and change anything it flags.
  iPhone: Passwords app, Security. Android or Chrome: Google Password Manager, Password Checkup.
- [ ] Enter your email at **haveibeenpwned.com** to see if it showed up in any new data breaches. Change the password on any account it lists.

3 Apps and permissions

ABOUT 3 MINUTES

- [ ] Delete apps you have not opened since your last checkup.
- [ ] Review which apps can use your location, camera, and microphone. Switch off any that do not need it.
  iPhone: Settings, Privacy and Security. Android: Settings, Security and privacy, Privacy, Permission manager (names vary by phone).

4 Money and credit

ABOUT 3 MINUTES

- [ ] Scan your last two bank and card statements for small charges you do not recognize.
- [ ] If you froze your credit, confirm the freeze is still on at Equifax, Experian, and TransUnion.
- [ ] Pull your free credit reports at **annualcreditreport.com**, the official free site, and look for accounts you did not open.

5 Backups and updates

ABOUT 3 MINUTES

- [ ] Check the date of your last phone backup. It should be within the past week.
  iPhone: Settings, tap your name, iCloud, iCloud Backup. Android: Settings, Google, Backup.
- [ ] Open one file or photo from your backup to make sure it actually works.
- [ ] On each phone, tablet, and computer, install any updates that are waiting.

Checkup log

SPRING 20	FALL 20	SPRING 20	FALL 20
SPRING 20	FALL 20	SPRING 20	FALL 20
SPRING 20	FALL 20	SPRING 20	FALL 20

JUST GETTING STARTED?

*This checkup is for keeping things in shape. For your first-time setup, grab our free **5-Minute Family Digital Safety Checklist** at **simpledigitalsafety.com.***

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