Mechanics Bank

<u>Online Security Best Practices</u>

- **Be mindful of current scams, including phishing (email scams) and telephone scams.**
  - Delete email from unknown senders and *do not open* attachments or click on links within email messages from unknown senders. Never provide personal or financial information in response to an unsolicited phone call or email.

- **Keep your passwords and tokens (if applicable) safe.**
  - Never share your password (or user name) with unknown individuals, *especially* if this information is requested via an unsolicited phone call or email.

- **Keep your computer updated.**
  - When you receive system updates, install them. Keep in mind, these updates *DO NOT* come through email.

- **Rather than a simple password, use a passphrase.**
  - Think of a phrase or sentence you might use that includes capital and lower-case letters, numbers, and special characters. A longer password is a stronger password!

- **When finished with online banking, be sure to log out.**
  - Closing out (i.e., hitting the "X" in the upper right corner) is not enough.

- **Install and activate a firewall.**
  - This can include the Windows firewall built into the Windows operating system.

- **Install anti-virus, anti-spyware software.**
  - In addition, make sure that the software is running and updated regularly (i.e., your software subscription is active). A best practice is to install an internet security suite of products that includes a firewall, anti-spyware, anti-virus and email scan products.

- **Secure your wireless network (if applicable).**
  - This includes changing the default password and following all security prompts.

- **Secure your router.**
  - This includes changing the default password on the equipment.

For more information, please contact:
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