Accounts and Passwords

Account Security

It’s important to keep your account secure on any website. If someone gains access to one of your online accounts, your personal information could potentially be used to access other accounts as well. Or your account could even be used by hackers and fraudsters to commit crimes.

In this lesson, Dennis learns tips on how to keep his logins and passwords secure.
In today’s example, Dennis is using his CareerBuilder account. First Dennis checks that the website is secure before logging in. On the login page, he looks at the address bar at the top of the website. The address should start with “https.”

Dennis also sees a padlock in the address bar. If the padlock is not there, the website is not fully protecting your password information. If you don’t see the padlock, use a different website if possible.
If you're using a shared computer, remember to log out or sign out of your account after you are done.

To sign out of his account, Dennis clicks his name in the top right corner of the website and then clicks Log Out.
If you’re using a library computer, you will also want to log off of your session on the public computer when you’re done.
One of the most important things you can do to keep your account secure is to choose a strong password or one that is hard to guess.

What makes a strong password? You can make the passwords longer by using short phrases like “cows help make cheese.” Remember, many websites have requirements for passwords. These requirements are usually listed underneath the password field or identified once you click on the password field. The password may be required to have upper and lowercase letters, numbers, and symbols.
When creating a strong password, don’t include common words like “password” or personal information like your address or name. Don’t use the same password on every website. If you think your computer has had a virus or one of your accounts was broken into or compromised, you should change to a new password.
If you've used the internet for a while, you may create a lot of accounts on many different websites or mobile apps. Your usernames and passwords may be different on each site so it can be a challenge to remember them. There are several options for keeping track of your passwords.

You could choose to write them down in a notebook. If you do this, make sure to store the notebook in a safe and secure place.
You may choose to use a secure password management mobile app or website that can help keep track of your user IDs, passwords, security questions and other information for your accounts. These programs are usually unlocked with a single master password and then allow you to access all your passwords when you need them.

Now that Dennis has learned how to create accounts and keep them secure, he can feel confident creating his own usernames and passwords on the websites that he uses.