

PASSWORD SECURITY

A secure password...

- has at least 10 characters
- contains uppercase and lowercase letters, symbols and numbers
- is known only to you
- is unique to each user account



Methods for creating a secure password:

Memory aids

„The distance
between
Mannheim ...“



- Think of a sentence which is easy to memorize:
- *“The distance between Mannheim and Frankfurt is more than 13 kilometers”*
- Now take the first letter of each word and compose your password:

T d b M & F = m t 13 k

Tip: Replace words by suitable symbols (e.g. replace “and” with “&” or “is” with “=”)

Combinations of words

- Take a random, incoherent sequence of words (these may also be fantasy words)
- In addition, you can insert numbers and symbols
- Examples:
 - mooncakeshoppingcartparrotatlas
 - weave1001dark&SNconsole
- **Please note:** This does not work for your User ID since the password for the User ID must not be longer than 20 characters!



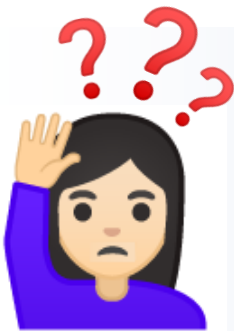
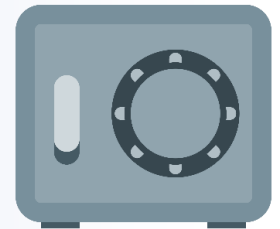


Useful tips

- Your e-mail account requires special protection and should therefore have a unique and complex password.
- Change initial passwords immediately
- Do not store any passwords in the browser
- Check the answers to your security questions! Can someone find the answers, e.g. in social networks?

KeepPass and its conditions of use

- **Master password:** at least 12 characters, uppercase and lowercase letters, symbols and numbers
- **Password database: only accessible to you**
- **Backup:** Backup of the password database (and key file, if applicable) has to be ensured
- **Cloud services: NOT** to be used for the backup or synchronization of the password database



What should I do if my password has been stolen?

- Change passwords for all potentially affected services
- Change security question(s), if applicable
- If your system shows unusual or different behavior, please contact the IT Support (telephone: -2000)



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Your Team for Information Security

- If you have any further questions or comments, please send an email to:
infosicherheit@uni-mannheim.de
- Please find more information on:
www.uni-mannheim.de/en/information-security