



THE BOOK ON **IT** SECURITY

The Essential Guide for Everyone

Ultimate Personal IT Security Checklist

A practical, easy-to-follow guide for everyday users. This checklist helps you audit your passwords, secure your smart home (IoT) devices, and lock down your social media privacy.

Part 1: Audit Your Passwords & Accounts

- ☐ **Create Strong, Unique Passwords:** I use a long password that includes a mix of uppercase and lowercase letters, numbers, and special characters for every account.
- ☐ **Eliminate Personal Details:** My passwords do not contain any easily guessable personal information (like pet names or birthdates).
- ☐ **Stop Password Reuse:** I never use the same password across multiple services; each account has its own unique defense.
- ☐ **Use a Password Manager:** I use a reputable password manager to securely store and organize my passwords so I don't have to memorize them.
- ☐ **Enable Two-Factor Authentication (2FA):** I have enabled 2FA (using an authenticator app or SMS) on all essential accounts, such as email, banking, and social media.

Part 2: Secure Your Smart Home (IoT) Devices

- ☐ **Change Default Credentials Immediately:** I have changed the factory-default administrator and user passwords on my home router and all new smart devices.
- ☐ **Secure the Central Hub (Your Phone):** Because the mobile phone is often the control center for all smart home devices, I ensure my phone is protected with biometric locks and the latest operating system updates.
- ☐ **Enable Firmware Updates:** I routinely check for and install software and firmware updates for all my IoT devices to close known security gaps.

- ☐ **Segment Your Network:** I have placed my smart home devices on a separate 'Guest' Wi-Fi network (or VLAN) to isolate them from my personal computer and sensitive financial data.
- ☐ **Retire Unsupported Devices:** I have physically disconnected any older smart devices that the manufacturer no longer supports with security updates.

Part 3: Lock Down Your Social Media Privacy

- ☐ **Review Privacy Settings:** I have checked my social media settings to ensure my profile, posts, and personal information are only visible to people I truly know and trust.
- ☐ **Hide Sensitive Data:** I have removed or hidden highly sensitive personal data from my public profiles, including my exact birthdate, home address, and phone number.
- ☐ **Disable Real-Time Location:** I have turned off real-time location sharing and automatic geotagging on my photos to prevent exposing my daily routines.
- ☐ **Verify Friend Requests:** I apply a healthy dose of skepticism and verify friend requests to protect myself from fake profiles and social engineering scams.
- ☐ **Manage App Permissions:** I have reviewed and revoked access to any third-party apps or games that request access to my profile data without a clear, necessary reason.

“Prevention is always safer and more cost-effective than fixing problems after they occur.”

PAUL ROSENTHAL
AWARD-WINNING AUTHOR