



Prifysgol Cymru
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University of Wales
Trinity Saint David

Certificate in Higher Education in

Business Skills for the workplace

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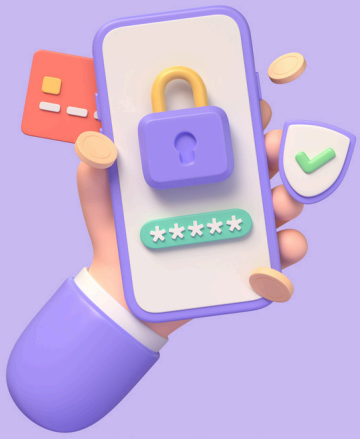
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Tips for students to be safe



1. Create strong passwords.

- use passwords that are hard to guess, and keep track of it using a password manager.
- Use a mixture of capitals, numbers and special characters.



2. Be careful of what you download.

- Don't download content from sites that are not trustworthy. These may contain malware.
- Don't click on links or ads in emails, or pop-ups.

3. Turn on privacy settings.

- Take control of how companies use your data by enabling privacy features.
- Limit who can access your information and what they can see.

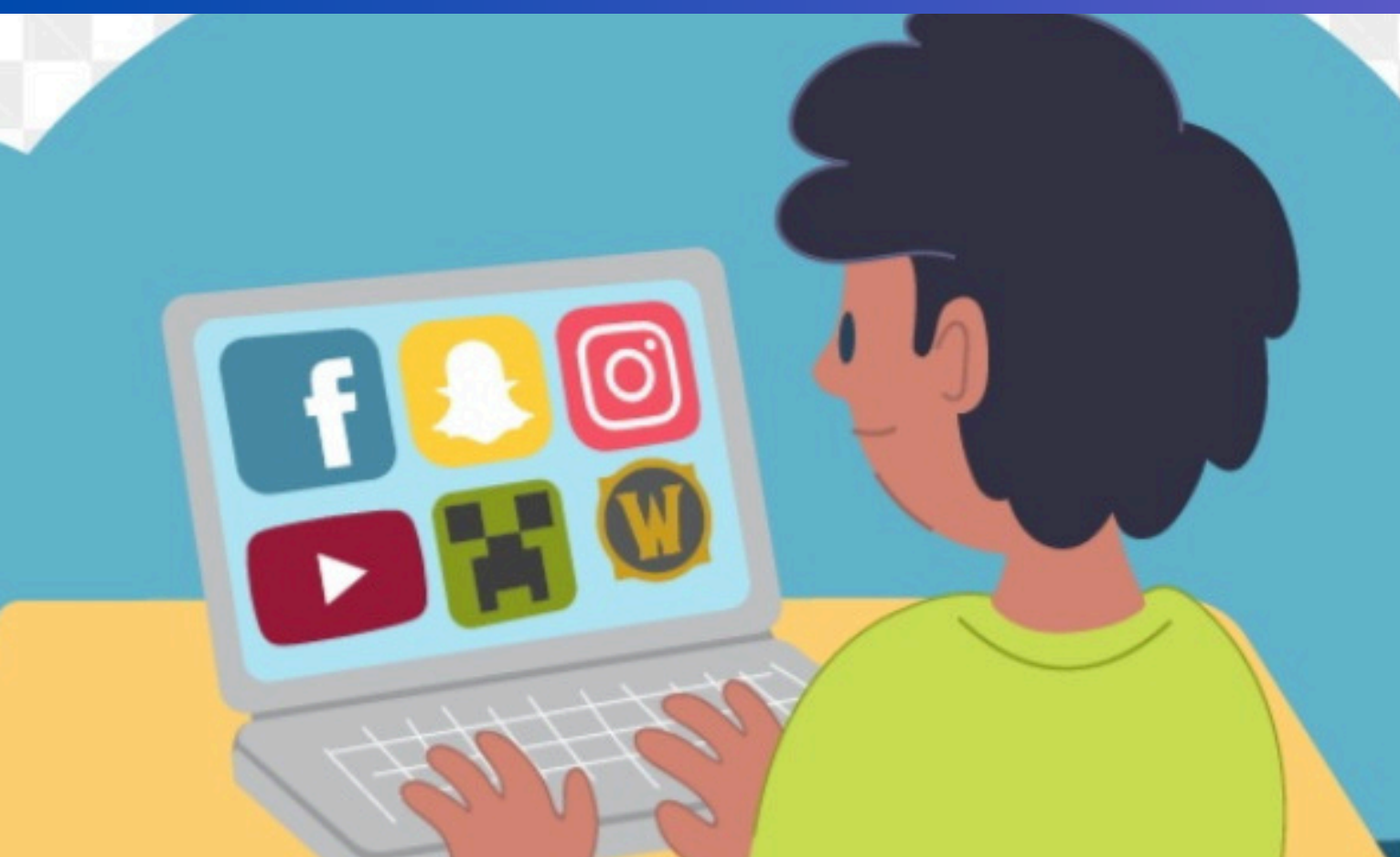


4. Think before you post.

- Avoid posting sensitive personal information online. Don't share too much information either.
- Get people's consent before sharing their pictures or personal information.

5. Use an anti-virus program.

- Keep your anti-virus software updated so it can detect potential threats in your system.
- After running a scan, schedule future automatic scan.



**BE SAFE! BE SURE!
BE SMART!**