# Best Practice for Password Protection:

* Always use strong passwords.
* If any password must be written down be sure to store it in a secure location and to discard of it immediately once it is no longer needed.
* Never share your passwords with anyone.
* Have different passwords. Use a different password for each of your user access accounts.
* Change your password immediately if you feel it has been compromised.
* Avoid and be ever mindful of where password requests or user information may be stored on a computer. Some Websites and Web Browsers will present an offer to remember and therefore store your password. We ask that you always avoid this offer as it poses a serious threat.

# Stronger Passwords for all CEO Users:

## To insure your password is strong:

* Make sure your password is a minimum of seven to ten characters in length.
* Does not contain obvious identifiable information such as your real name, or company name.
* Does not contain a complete dictionary word which is not broken up or disguised by alpha numeric and keyboard symbols such as P@ssw0rd! instead of password1
* Each password change should be significantly different from previously used passwords.
* Contains characters from upper and lowercase alpha, numeric and symbols found on the user keyboard, for example M0unT@!n57