

# Tips for protecting personal data

We live in a digital world. Knowing how to protect your personal data across multiple devices is as valuable as the data itself. Here's some simple tips:

## 1. Protect your information

- Think twice, post once when sharing information about yourself or others.
- Don't overshare. Be careful about what you put on the web. It's on there forever.
- Place contactless cards in RFID protective sleeves, wallets and purses.

## 2. Look for terms and conditions

- When you sign up for a new service or app, be sure you know what you're agreeing to.
- If you're unsure why an agency is collecting particular information, ask them. They should tell you why they need that information and what they're going to do with it.

## 3. Keep security top of mind

- Don't click yes to your computer remembering any password and particularly not those used for banking, social media or e-mail accounts.
- Secure personal e-mail accounts by setting up and using multi-factor authentication.
- Be careful when using free Wi-Fi networks. Make sure you're connecting to the right network and when connected, use websites secured with HTTPS wherever possible.

## Build privacy into your *EVERYDAY*

Find out more at [oic.qld.gov.au/paw2019](http://oic.qld.gov.au/paw2019)



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