

How to Create a Great Password

It takes a computer only a few seconds to crack a poor password. Brute-force crackers loop through dictionary words to decrypt and “guess” your password. All the cracker needs is the hash, which can be sniffed from your network. Your data security’s efficacy is in direct relation to your password’s complexity and length.

What is a Poor Password?

A poor password is a dictionary word with no special characters. Even numbers don’t

necessarily make a simple password secure. Computers loop through a list of dictionary words in a matter of minutes, so these passwords are highly insecure.

Can an attacker guess your password? The name of your dog, your kids, and your birthday are all forms of a poor password. In some security breaches, the attacker is able to guess the password just from knowing a little bit about you. If the system doesn’t have a block on the number of password attempts, the attacker can punch in guesses all night until he gets a positive response. A clever hacker can even create scripts for guessing.

Creating a Secure Password You Remember

You can use a dictionary word for a password, but the trick

is to embed special characters and numbers within the word. For instance, “my45@dog” is a secure password, and it uses “mydog” to help you remember it. It’s also at least eight characters, which should be the minimum amount of characters in a password. If you want to increase complexity, use upper and lowercase characters such as “My45@dog.”

Keeping a Password Safe

Now that you have a new password, the first step isn’t to write it down. As tempting as it might be, keeping a written account of passwords gives access to people who find it.

Next, don’t use the same password across multiple websites. Some small website startups don’t understand the importance of security, and the website owner stores passwords unencrypted. This means that if the website gets hacked, the hacker now has the password to your other accounts. If he also gets your email address, and you use the same pass-

word for email, he now has access to your email and any other account that uses the same one.

The best approach is to use complex passwords for sensitive accounts such as banking logins. Do not use passwords for sensitive data on any other website. Use a “throwaway” password for websites that might be insecure. You should have a password for each type of site you use such as shopping, finance, forums, and email.

While these are good ideas for passwords, nothing makes you more secure than common sense. Be wary of phishing emails, and don’t give your password to other people. Avoid the common pitfalls, and create a secure password to force the hacker to move on to another victim. **T**



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Innovative Solution Feature:

Telpay's more efficient electronic payment system replaces cheques

By April 1, 2016, the Canadian government will no longer send paper cheques to Canadian individuals and businesses. With a three-year plan underway, the federal government is phasing out printed cheques completely in favour of faster, safer and more con-

venient 'direct deposit' payments. As early as 2014, this initiative is expected to save approximately \$17.4 million per year. The cost to produce a cheque is approximately 82 cents, while a direct deposit works out to only 13 cents to process. In future, a cheque will only be issued under exceptional circumstances, for example when someone does not have access to a financial institution because they live in a remote location.

Adagio Accounting's EFT provides electronic payment functionality for users of Adagio Payables. Electronic Funds Transfer may be used

for both system and manual cheque runs, and Adagio EFT supports multiple bank formats.

With Telpay's electronic payment system your organization can also replace cheques with more efficient electronic payments. Telpay for Business allows you to eliminate cheques, removing the possibility of cheque fraud. Telpay features password protected single and dual payment authorization and system access, allowing you to replicate internal controls. Also, with enhanced reporting, Telpay allows you to maintain a clear audit trail of all payments, including accounting distribution and payment history.

With no outstanding cheques, bank reconciliation is easy.

Telpay also integrates with your accounting system, including Adagio, for single entry of data. Reduce or eliminate inefficient processes related to processing cheques. Telpay for Business allows you to pay 100% of your suppliers, employees, CRA remittances and international payments all in one easy to use system.

Seamless integration lets you choose to export payment details from Adagio Payables to Telpay for Business software, or from Telpay to Adagio. You choose whatever works best for you. **T**



theTechnoTips

Best Ever Windows Tips

Toggle Between Applications

Use Alt-Tab to switch open programs without touching your mouse.

Navigate Application Windows

Press Ctrl-Tab to cycle through an application's windows (or through a Web browser's tabs).

When In Doubt, Type It Out

If you don't want to hunt through nested menus and the like, you can access most functions, applets, or files the old-

fashioned way--by entering them into the Search box. Type Calculator, Control Panel, or even the name of a piece of music on your hard drive, and press Enter.

Folder Viewing Options

In Windows Explorer, click Folder Options (located under the Organize menu) to reveal hidden files, show the full path in the title bar, display file extensions, and more.

Controlling Windows Updates

Keep your OS current by opening Windows Update (Automatic Update in XP) and setting it to Download updates but let me choose whether to install them. (To get there, press the Windows key and type Windows Update.) That way, you won't have Windows urging you to restart when you don't want to (or worse, triggering a restart when you're away from the PC with an unsaved document open). **T**