

DIGITAL SECURITY TRACKER

Updated July 22, 2026

Name:

Table of Contents

DIGITAL SECURITY TRACKER	1
INSTRUCTIONS.....	2
ACCOUNTS/DEVICES TRACKER.....	3
EMAIL & DIGITAL COMMUNICATIONS.....	4
FINANCIAL.....	5
MEDICAL.....	6
GOVERNMENT.....	7
CLOUD STORAGE & CLOUD SERVICES.....	8
DIGITAL DEVICES.....	9
HOME NETWORK & INTERNET OF THINGS	10
ONLINE SHOPPING	11
SOCIAL MEDIA.....	12
TRAVEL.....	13

Created by Grandson I.T.

Public Domain. CC0 1.0

Please credit Grandson I.T. and link to grandsonit.nyc

INSTRUCTIONS

1. Account/Device Name

- a. Under each category, add related accounts/devices (e.g. Email & Digital Communications, Gmail)

2. Added To Password Manager

- a. After filling in the **Account/Device Name**, add the accounts/devices to your password manager if not already present

If the accounts are already in the password manager, check for duplicate entries

- b. Create a new entry in your password manager
- c. Fill in the account/device login credentials (username/email, password)

Tip! Use your password manager to create folders or tags and sort your entries

- d. Verify the credentials by logging into the account/device using the password manager

Tip! Add the account URL (e.g. wells Fargo.com) to the password manager entry in order to use autofill

3. Changed Password

- a. After completing **Added to Password Manager**, it's time to secure the accounts with strong passwords
 - i. A strong password is *long, randomly generated & unique* to that account/device
 - ii. Hackers can compromise even strong passwords through data breaches, and simply tricking you into providing your password
- b. For these reasons, you will be changing the passwords for *every* account/device entered

That's a lot! This is an incremental project; work at your own pace. The account categories are roughly ordered by importance, so you can follow the list or chart your own path.

- c. Each account has its own interface and process to change the password. Use your password manager's autofill to speed up the process
 - i. Navigate to the account change password page
 - ii. Click the password box and configure the manager autofill.

Digital Security Tracker

- iii. Password manager generators provide options to configure the password to the requirements of the account
- d. Once you have changed the password, check the box on the Tracker!
- 4. **Set Up Multi-Factor Authentication**
 - a. After strengthening the passwords, it's time to add an extra layer of security. Multi-factor authentication protects your account even if the password is compromised. It comes in several forms
 - i. Temporary one-time password via **text/email/call**. This is the least secure method as these can be intercepted; it's also requires waiting to receive a code, which can take time
 - ii. Temporary one-time password via **app**. This is more secure than a code via text/email/call because it can't be intercepted; it also doesn't require waiting
 - iii. **Security key**. This small USB device is the most secure method because it cannot be remotely compromised; it can also be the most convenient by leaving the device in your computer
 - b. Every account has its own multi-factor options. Choose the best available option
 - c. If you receive multi-factor backup codes, save these in your password manager. Save the backup codes for your password manager on a dedicated sheet, NOT inside the password manager.

ACCOUNTS/DEVICES TRACKER

Examples: email, videoconferencing (e.g. Zoom), messaging (e.g. WhatsApp, Signal)

Page 4/13

FINANCIAL

Banks, credit cards, wealth management, pensions, tax filing software, retirement accounts, utilities, insurance (home, car, etc.)

[illegible]

MEDICAL

Patient portals, insurance, health tracking apps, pharmacies

Account Name	Added To Password Manager	Changed Password	Set Up Multi-factor Authentication		
			Text/call/email	App	Security Key

GOVERNMENT

Examples: IRS, DMV, Social Security, Medicare, Medicaid

[illegible]

Examples: Apple iCloud, Microsoft OneDrive, Samsung Cloud, file hosting (e.g. Dropbox, Google Drive), photo sharing (e.g. Shutterfly), notetaking (e.g. Evernote)

[illegible]

DIGITAL DEVICES

Examples: smartphones, laptops, desktops, tablets

Device Name	Added To Password Manager	Changed Password

HOME NETWORK & INTERNET OF THINGS

Examples: WiFi, home internet admin portals, internet-connected “smart” devices
(televisions, vacuums, fridges, lights, doorbells, surveillance cameras)

Account Name	Added To Password Manager	Changed Password	Set Up Multi-factor Authentication		
			Text/call/ email	App	Security Key

ONLINE SHOPPING

Examples: e-commerce sites (e.g. Amazon, Target), food & other delivery apps (e.g. DoorDash), shipping services (e.g. FedEx)

Account Name	Added To Password Manager	Changed Password	Set Up Multi-factor Authentication		
			Text/call/email	App	Security Key

SOCIAL MEDIA

Examples: Facebook, YouTube, Twitter/X, Instagram, Reddit, email lists & neighborhood groups

[illegible]

TRAVEL

Examples: rideshare (e.g. Uber, Lyft), airlines, trains, buses, cruise lines, car rental (e.g. Avis), travel agencies & booking sites (e.g. Expedia), hotels & house rentals (e.g. AirBnB)

Account Name	Added To Password Manager	Changed Password	Set Up Multi-factor Authentication		
			Text/call/email	App	Security Key