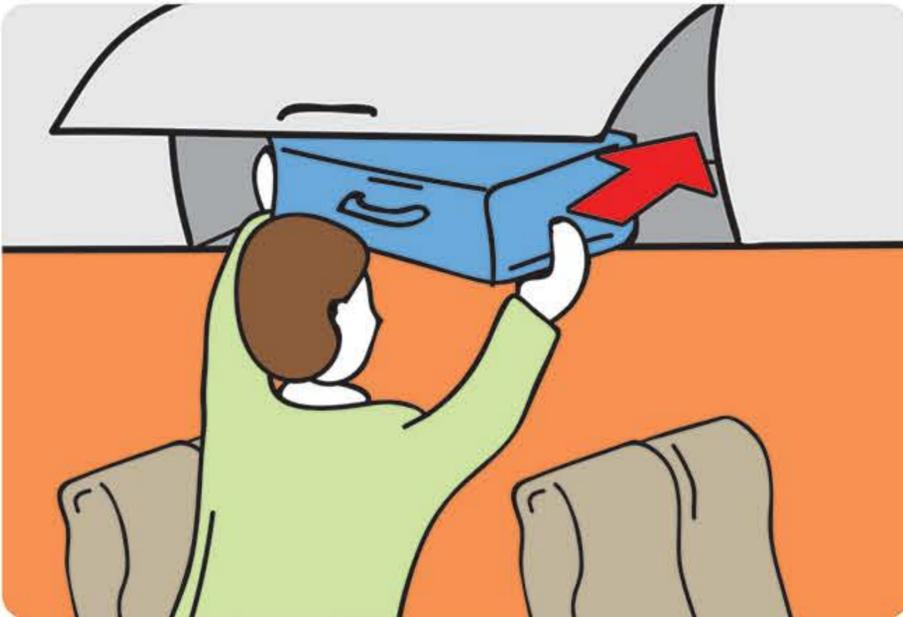


# For your safety

Please read these instructions carefully and familiarise yourself with the emergency procedures.



## Stow passwords safely

If you have a number of passwords to remember, you can write them down as long as you keep them **secure** or use a **password manager app**. These independent apps can help you manage your University passwords, as well as the ones you use at home.

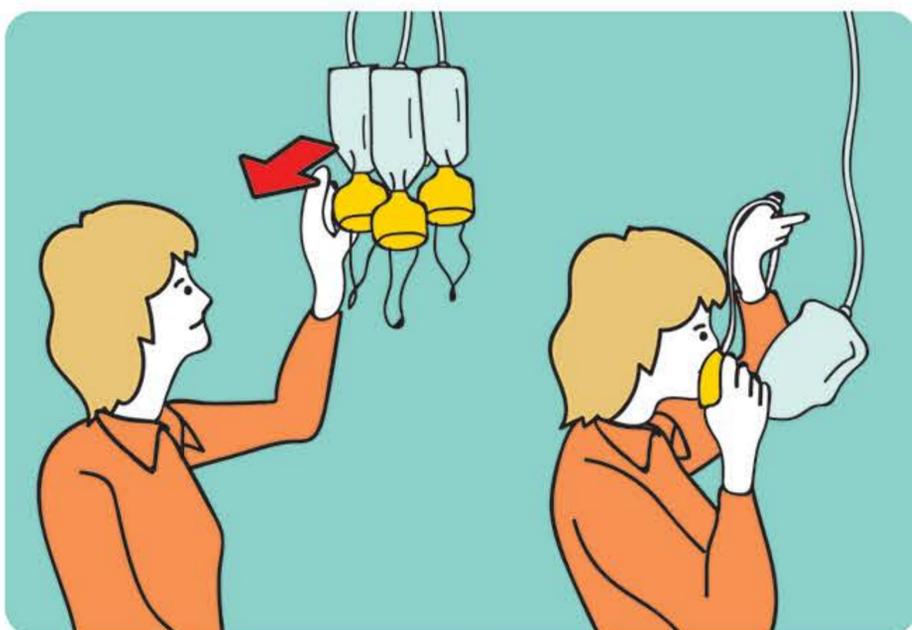


## Brace yourself

Online fraudsters are getting more sophisticated in the phishing scams that they use. If ever in doubt about an email you receive hover your mouse over the link it's asking you to visit, to check if it's genuine. Never open an attachment you weren't expecting. Prepare yourself by taking the University's online phishing awareness course, available from [www.manchester.ac.uk/cyber](http://www.manchester.ac.uk/cyber)

FASTEN  
YOUR SEAT  
BELT AND COME  
FLY WITH US





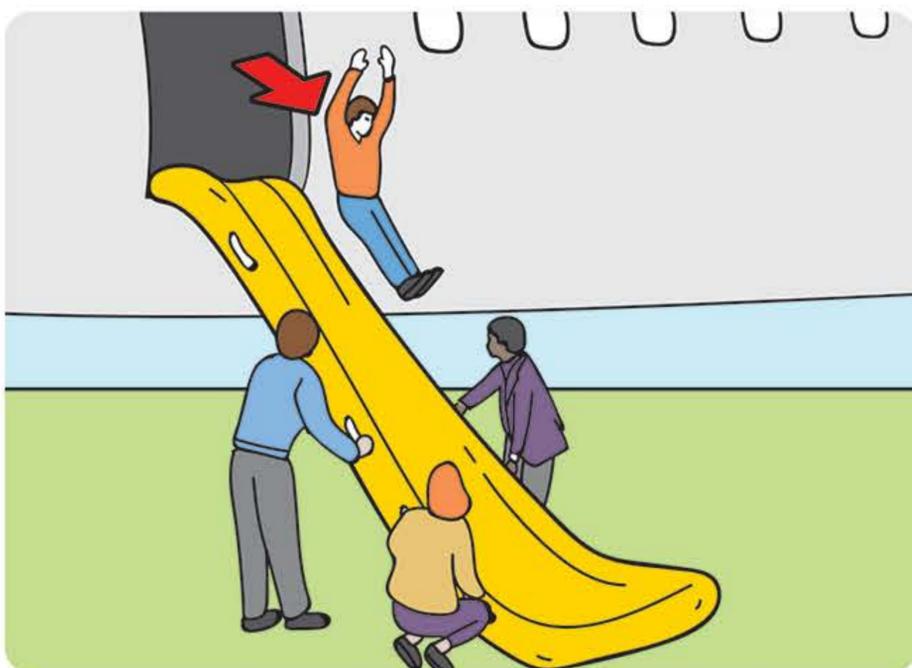
## Breathe normally

If you lose your laptop, iPad or phone or fall victim to a cyber-scam, try not to panic. Colleagues at the IT Support Centre are there to provide support and advice, whenever you may need it. Just give them a call on **0161 306 5544**, or call in and visit them in the Kilburn building.



## Hold on tight

Keep personal and confidential data to yourself and make sure you encrypt any sensitive files. If you travel with a personal laptop, make sure that's encrypted too.



## Look before you leap

We all like to keep in touch with our friends on social media, but be careful what you share... Online criminals often use social sites to identify future targets and build profiles of them, their friends, their family and their interests – all to make their next phishing scam even more believable. So, get to know your privacy settings and don't be an easy target.

**WE HOPE YOU  
HAVE A  
PLEASANT  
FLIGHT**

[www.manchester.ac.uk/cyber](http://www.manchester.ac.uk/cyber)