

Your Year-End Security Checklist

1. Password Review

- Update passwords for banking/financial accounts
- Update password for primary email account
- Update passwords for medical portals and insurance sites
- Consider setting up a password manager if not using one
- Enable fingerprint or face recognition login where available

2. Privacy Settings Review

- Check Facebook privacy settings (who can see my posts)
- Review other social media privacy settings
- Check smartphone app permissions (location, contacts, photos)
- Verify no unauthorized email forwarding is set up
- Review recent account activity on important accounts

3. Digital Document Organization

- Create "Important Documents 2025" folder
- Store digital copies of warranties and receipts
- Delete or organize old downloads and statements
- Back up important photos and documents
- Share location of important files with trusted family member

4. Account Cleanup

- Review credit card/bank statements for unused subscriptions
- Cancel services you no longer use
- Close dormant online accounts
- Unsubscribe from excessive marketing emails
- Update contact information if it has changed

5. Security Routine Setup

- Mark calendar for monthly 15-minute security check
- Create list of official contact numbers for your banks and services

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- Bookmark trusted resources (AARP Fraud Resource Center, FTC Consumer Information)
- Set up account alerts where available (text/email for large transactions)
- Bookmark Cyber Smart Seniors website for ongoing security tips

Notes:

Contact information for my financial institutions:

Questions to ask or topics to research:

Date completed: _____

Remember: Start with your most important accounts first. You don't need to complete everything in one day!

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