

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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