



## FIVE TIPS TO HELP YOU PROTECT YOUR PRIVACY AND YOUR PERSONAL DATA.

### 1. **Review and Update Your Privacy Settings**

Review and update privacy settings on websites, web browsers, apps, and other places where your information is collected. Ask to be put on do-not-call and do-not-mail lists when you can.

*Recommended resources:* [StaySafeOnline: Check Your Privacy Settings](#), [Federal Trade Commission: Stopping Unsolicited Mail, Phone Calls, and Email](#), and [Federal Trade Commission: National Do Not Call Registry](#).

### 2. **Choose What You Share and Where You Share It**

Only share what you are comfortable sharing. Be skeptical when you are offered rewards or discounts in exchange for your personal information. If you work with sensitive university data, store and share it using only approved storage options.

*Recommended resource:* [Sensitive Data Guide](#).

### 3. **Check the Information Gathered About You**

Look for and review privacy policies, and also review your credit report regularly.

*Recommended resource:* [Federal Trade Commission: Free Credit Reports](#).

### 4. **Beware of Attempts to Steal Your Personal Information**

Watch for phishing emails and websites that try to steal your passwords and other personal information.

*Recommended resources:* [What to Watch for: Phishing Examples](#) and [Spam, Phishing, and Suspicious Email](#).

### 5. **Practice Good General Security**

Choose strong passwords, use different passwords for different accounts, and secure your devices.

*Recommended resources:* [Protect Personal Devices and Data](#), [Use a Secure Internet Connection](#), and [Protect Yourself Online](#).

Privacy is a cornerstone of our personal and civil liberties, and it supports the intellectual and academic freedom we enjoy at U-M. Learn more about data privacy at U-M in the [Privacy](#) and [Protect University Data](#) sections of [Safe Computing](#).

Sincerely,  
Sol Bermann,  
*Privacy Officer*