

## BOOK CHAPTER | PASSWORD Best Practices

## Secure Password Creation and Best Practices

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### Introduction

The term data is simply defined as “facts and figures”. Each piece of data is a little fact that doesn’t mean much on its own. The word data can be used for a singular fact or a collection of facts. It comes from the Latin word datum, meaning “something given”. Information is defined simply as “news or knowledge received or given”. It is what results when you have processed, interpreted, and organized facts. The word comes from the Latin word ĩnfōrmātiō, meaning “formation or conception.”

Information, as we know it today, includes both electronic and physical information. Every individual and organizational must be capable of managing this information throughout the information lifecycle regardless of source or format (data, paper documents, electronic documents, audio, video, etc.) for delivery through multiple channels that may include cell phones and web interfaces.

During the management of the information, information has to move from one place or form to another through a means. Internet has been the major mean of transporting information. The internet which is not a single network, but a worldwide collection of loosely connected networks that are accessible by individual computer hosts, in a variety of ways, to anyone with a computer and a network connection. As of January 2021 there are over 4.66 billion active internet users worldwide which amount to 59.5 percent of the global population (Joseph, 2021). Internet has provide easy access to information. However, along with the convenience and easy access to information come risks.

Among them are the risks that valuable information will be lost, stolen, changed, or misused. If information is recorded electronically and is available on networked computers, it is more vulnerable than if the same information is printed on paper and locked in a file cabinet. Intruders do not need to enter an office or home; they may not even be in the same country. They can steal or tamper with information without touching a piece of paper or a photocopier. They can also create new electronic files, run their own programs, and hide evidence of their unauthorized activity. Hence, the need for information and data security.

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## Secure Password Creation

Creating a secure password that is difficult to guess or break by hacker require a brilliant effort, researches has shown that people use common things that an easily be remembered such as birthday, wedding date and so on. This work suggests the dos and don'ts of creating secure password to prevent intruders from gain access and control to computer and other devices:

### Don'ts of Password Creating a secure password

1. Avoid the use of personal information which are readily available on social medias
2. Avoid saving your login details on any system including your system in case of theft
3. Avoid sharing your login details with people not because of trust but due to carelessness
4. Avoid using same password for many login

### Dos of Password Creating a secure password

1. Create strong password that has minimum 11 characters and comprising of mix of alphabets, numbers and some special characters in upper and lower cases.
2. Do password salting by substituting some letters or alphabet with special characters or symbols such as "@" for letter a, "!" or "?" for letter l, "0" in place of "o" and so on
3. For easy remembrance of password for each website, join the name of the website to your password such as [Adelfe@gtb.com](mailto:Adelfe@gtb.com), [MOgbOjubOI@fuo.co](mailto:MOgbOjubOI@fuo.co), etc
4. Make use of a password management tool to generate the password
5. Maintain an healthy habit of changing your password quarterly

## References

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