



Synchrony Connect



CHANGING WHAT'S POSSIBLE™

INFORMATION SECURITY



PROTECT YOURSELF AND YOUR SMALL BUSINESS

Your personal, business and customer information is extremely valuable. Which is why you need to be mindful about protecting it at all times. Whether you are working at your store, from home, or someplace else, learn the steps you can take to help keep your important data safe and secure.

Here are some tips from Synchrony:

Practice Device Security

Lock your computer or laptop screen when you walk away, even if it's just for a few minutes. This is a great habit to start or continue. Log off open applications and programs at the end of the day. Don't leave your laptop in your car, or make sure to lock it in the trunk.

Don't write down or share your passwords. This may be tempting, especially at your store, where multiple people may use a single computer or terminal. If you can avoid it, don't share a common password or login. Whenever possible, each person should have their own login credentials.

Consider Your Surroundings

Be careful when displaying or discussing business-related information. Use headphones or earbuds, rather than speakerphone, on business calls for privacy.

Don't post a photo of yourself working on social media, or when you're surrounded by work information. This includes work-related notes, forms, documents, etc. You could accidentally share your company or customer information in the background.

Be Suspicious of People Calling, Texting and Emailing

Cybercriminals are smart. They take advantage of fear, confusion and uncertainty. These criminals are trying to get your personal information, business or banking information, or customer information. Below are some examples.

Think before you click. Think twice before answering a call, clicking on texts, or opening emails from unfamiliar numbers or addresses. Do not download software, open attachments, or click links in emails or texts unless you are certain of the source.

Be aware criminals may impersonate organizations

like the IRS, SBA and other reputable agencies, and ask people to click links or download items. If an organization contacts you, the best practice is to go directly to its website or published phone number for information.

Be aware criminals also impersonate coworkers, family and friends via phone, email and text. Confirm the caller or sender identity by contacting the person directly.

Want to learn about keeping your home network secure?

Check out this information about Home Network Security:

[U.S. Department of Homeland Security – National Cyber Awareness System](#)

Synchrony has over 80 years of retail heritage. Synchrony Connect is a value-added program that lets Synchrony partners tap into our expertise in areas beyond credit.

It offers knowledge and tools that can help you grow, lead and operate your business.

For more information or to connect with an expert, contact us at synchronyconnect@synchrony.com.

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