

ACCOUNT SECURITY RESET

Whose accounts _____ Date _____

1. EMAIL FIRST: IT CAN RESET EVERYTHING ELSE

- ☐ Change the email password to a long, unique one, ideally from a password manager.
- ☐ Turn on two-step verification with an authenticator app or security key.
- ☐ Check the recovery phone number and backup email. Remove anything you don't recognize.
- ☐ Check forwarding rules and filters. Delete any you didn't create.
- ☐ Sign out of other devices and sessions you don't recognize.

2. THEN EVERY OTHER ACCOUNT

ACCOUNT	NEW UNIQUE PASSWORD	TWO-STEP ON	RECOVERY INFO CHECKED	UNKNOWN DEVICES AND APPS REMOVED
Email				
Apple or Google account				
School account				
Game accounts				
Social media				
Bank or payment apps				

3. MONEY AND FRIENDS

- ☐ Check saved cards, recent purchases, and app store charges.
- ☐ If money moved, call the bank or card company now.
- ☐ Tell friends not to trust recent odd messages or links from the account.

4. KEEP IT THAT WAY

- ☐ Save backup codes somewhere safe and offline.
- ☐ Turn on automatic updates for phones and computers.
- ☐ Report scams at [ReportFraud.ftc.gov](https://www.ftc.gov/identitytheft), and identity theft at [IdentityTheft.gov](https://www.fbi.gov/identitytheft).

Never share a login code, backup code, or password with anyone, even someone who says they work for the company.