



## Rialto Unified Passphrase Policy

Rialto Unified School District has started the process of resetting all user passwords for computer logins. You will be notified when your department or school site has been completed. Due to heightened cyber security policy, you will now be asked to use a “Passphrase” for your password. When using a passphrase, it is easier to remember a phrase of your liking than to remember a short but complicated password. Passwords can be relatively easy to guess or crack by both humans and bots which is why using a passphrase can ensure the password is lengthier for more security but easy to remember.

The passphrase must contain at least 10 characters and contain the following: one alpha character, one number, and one special character.

Additionally, to follow standard security policies, the passphrase will be required to change every 90 days and cannot be the same phrase previously used. Do not use any part of your name as your passphrase.

A sample passphrase could look like this:

**My#1d0gisScooby**, or  
**my#2s0nisGretel** (please, do not use these examples for your passphrase)

### *Passphrase Policy:*

**Contain characters from three of the following four categories:**

- **English uppercase characters (A through Z)**
- **English lowercase characters (a through z)**
- **Base 10 digits (0 through 9)**
- **Non-alphabetic characters (for example, !, \$, #, %)**