

# CTIS Connection

*Information Technology Services at Purdue University Calumet*

## Tips for Shopping Online

This is the third in a series about Internet Security directly from the Federal Trade Commission.

- **Check out the seller.** If you're thinking about shopping on a site with which you're not familiar, do some independent research before you buy.
- **Read return policies.** Despite your best intentions, some gifts may need to be returned or exchanged. Before you buy, read the return policy.
- **Know what you're getting.** Read the seller's product description closely. Name-brand items at greatly reduced prices could be counterfeit.
- **Don't fall for a false email or pop-up.** Legitimate companies don't send unsolicited email messages asking for your password or login name, or your financial information.
- **Look for signs a site is safe.** When you're ready to buy something from a seller you trust, look for signs that the site is secure — such as a closed padlock on the browser's status bar — before you enter your personal and financial information.
- **Secure your computer.** At a minimum, your computer should have anti-virus and anti-spyware software, and a firewall.
- **Consider how you'll pay.** Don't send cash or use a money-wiring service because you'll have no recourse if something goes wrong.
- **Know the full price, and check out incentives.**
- **Keep a paper trail.** Print and save records of your online transactions, including the product description and price, the online receipt, and copies of any email you exchange with the seller.
- **Turn your computer off when you're finished shopping.** Many people leave their computers running 24/7, the dream scenario for scammers who want to install malicious software on your machine and then control it remotely to commit cyber crime. To be extra safe, switch off your computer when you are not using it.

[www.calumet.purdue.edu/ctis](http://www.calumet.purdue.edu/ctis)

Your feedback on our services is always welcome. Please send your comments to Customer Service Center at [csc@calumet.purdue.edu](mailto:csc@calumet.purdue.edu).