NC COVID / NCEDSS JOB AID Disabling Autofill in your Browser



ALWAYS disable/turn off the autofill/auto complete in the internet browser that you use to access NC COVID and/or NCEDSS. Overwriting of data fields can occur if this feature is not disabled. Google Chrome or Firefox are preferred browsers.

Google Chrome

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or type a URL	☞ ☆ ★ ◘ 💶 :	
Settings		
≡ Settings	You and GoogleAutofill	
Autofill		
Or Passwords	*	
Payment methods	>	
Addresses and more	>	
← Passwords	Q Search passwords	
Offer to save passwords	O	
Auto Sign-in Automatically sign in to sites and apps using confirmation every time before signing in to a	stored credentials. If turned off, you'll be asked for a site or app.	
Check passwords Keep your passwords safe from data breache	es and other security issues	
Check passwords		
No saved passwords. Chrome can check your passwords when you save them.		

- Click on the Customize and control menu (the 3 dots) at the top right of the browser window
- Select Settings
- A new screen tab open, click on the main menu (the 3 lines) to the left of Settings at the top left of the screen
- Select Autofill
 - A new tab will open with the Autofill options
- Click on Passwords and toggle off all options
 - Click on Check passwords to ensure there are no saved passwords
- Click on the arrow to the left of each category to return to the previous menu

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Disabling Autofill





Addresses and more Save and fill addresses Includes information like phone numbers, email addresses, and shipping addresses Addresses Saved addresses will appear here	 Click on Addresses and more and toggle off all options If you have any saved addresses, delete them Click on the arrow to the left of each category to return to the previous menu
Firefox	
+ $\Box \times$ oogle or enter address \bigtriangledown	 Click on the Open Application Menu (the 3 lines) at the top right of your browser window Select Settings
Settings Privacy & Security	 Click on Privacy & Security on the left The Browser Privacy options will appear on the right You will need to scroll to get to the sections you need to update
Logins and Passwords Ask to save logins and passwords for websites Autofill logins and passwords Suggest and generate strong passwords Show alerts about passwords for breached websites Learn more Use a Primary Password Forme ly known as Master Password Allow Windows single sign-on for Microsoft, work, and school accounts Learn more Manage accounts in your device settings Forms and Autofill v utofill addresses Learn more Saved Addresses	 Logins and Passwords Unselect all check boxes Click the Saved Logins button and delete all, if any exists Forms and Autofill Unselect all check boxes Click the Saved Addresses button and delete all, if any exist
Image: A strain addresses Saved Addresses Image: Addresses Saved Credit Cards Image: Addreses Saved Credit Cards	 Click the Saved Credit Cards button and delete all, if any exist

If you have additional questions or would like further support on this activity, please contact the NCEDSS Helpdesk at <u>ncedsshelpdesk@dhhs.nc.gov</u>