

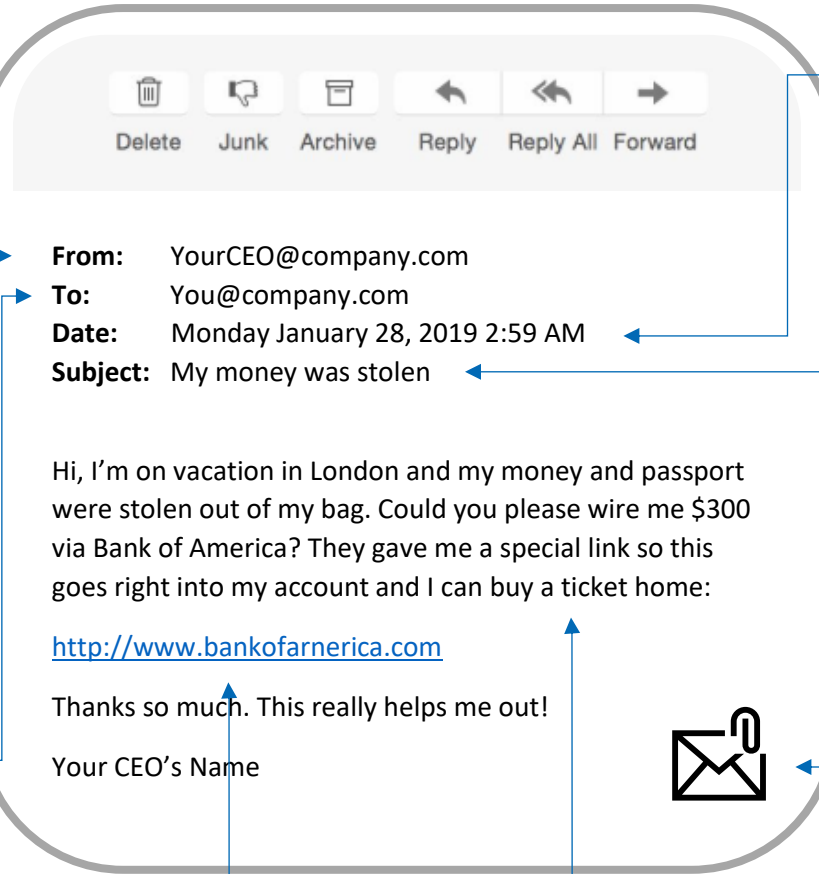
Phishing Email & Ransomware Red Flags

! FROM

- I don't recognize the sender's email address as someone I **ordinarily communicate with**.
- This email is from someone **outside of my organization and it's not related to my job responsibilities**.
- This email was sent from someone **inside the organization** or from a customer, vendor, or partner and is **very unusual or out of character**.
- Is the sender's email address from a **suspicious domain** (like micorsoft-support.com)?
- I **don't know the sender personally** and they were **not vouched for** by someone I trust.
- I **don't have a business relationship** nor any past communications with the sender.
- This is an **unexpected or unusual email** with an **embedded hyperlink or attachment** from someone I have communicated with recently.

! TO

- I was cc'd on an email sent to one or more people, but I **don't personally know the other people** it was sent to.
- I received an email that was also sent to an **unusual mix of people**. For example, it might be sent to a random group of people in my company whose last names start with the same letter.



! DATE

- Did I receive an email that I normally would get during regular business hours, but it was **sent at an unusual time** like 3 a.m.?

! SUBJECT

- Did I get an email with a subject line that is **irrelevant** or does not match the message content?
- Is the email message a reply to something I **never sent or requested**?

! ATTACHMENTS

- The sender included an email attachment that I **was not expecting** or that makes no sense in relation to the email message. (This sender doesn't ordinarily send me this type of attachment.)
- I see an attachment with a **possibly dangerous file type**. The only file type that is always safe to click on is a .txt file.

! CONTENT

- Is the sender asking me to click on a link or open an attachment to **avoid a negative consequence or to gain something of value**?
- Is the email out of the ordinary or does it have **bad grammar or spelling errors**?
- Is the sender asking me to click a link or open an attachment **that seems odd or illogical**?
- Do I have an **uncomfortable gut feeling** about the sender's request to open attachment or link?
- Is the email asking me to look at a **compromising or embarrassing picture** of myself or someone I know?

! HYPERLINKS

- I hover my mouse over a hyperlink that's displayed in the email message, but the **link-to address is for a different website** (this is a **big red flag**).
- I received an email that only **has long hyperlinks with no further information**, and the rest of the email is completely **blank**.
- I received an email with a hyperlink that is a **misspelling of a known website**. For instance, www.bankofarnerica.com – the "m" is really two characters – "r" and "n".

Still Feeling Unsure?

DON'T CLICK & ASK!