

Email Security Best Practices

✉ DO NOT

- ✗ Do not open any attachments that you are not expecting.
- ✗ Do not “unsubscribe” – it is easier to delete an email than deal with malicious links from unknown senders.
- ✗ Do not click embedded links in messages without hovering your mouse over them first to check the URL.
- ✗ Do not respond or reply to spam in any way; use the delete button.



✉ ALWAYS

- ✓ Always check the email ‘From’ field to validate the sender. This ‘From’ address may be spoofed.
- ✓ Always report all suspicious emails to your Information Technology help desk.

The Practice Protector