

Email Red Flags

FROM:

- ✚ I don't recognize the sender's email address as someone I ordinarily communicate with.
- ✚ This email is from someone outside 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 an attachment from someone I haven't 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 instance, it might be sent to a random group of people at my organization whose last names start with the same letter, or a whole list of unrelated addresses.

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 web site. For instance, www.bankofarnerica.com — the "m" is really two characters — "r" and "n."

