

Email safety essentials



Email sender



Verify the sender's email and domain.



Look for abnormal reply-to addresses.



Ensure that the username matches with the email address.

Email content



Double-check the subject for urgent tones.



Watch out for grammar or spelling errors.



Be wary of emails with generic salutations.



Be cautious about fear-inducing content.



Be on guard for unwarranted emails.



Verify over other mediums for large transactions.



Follow a multi-step approval system.



Don't click on links or attachments if you're unsure of their authenticity.



Don't respond to emails from unverified sources.



Report suspicious emails immediately.