Phishing Awareness Guide – Stay Smart, Stay Secure

In today's digital world, over 85% of data breaches are caused by human error – through phishing, malicious links, or deceptive emails. This guide will help your team recognize threats and stay secure.

Top 10 Tips to Avoid Phishing Attacks

1. Always check the sender's email address.

2. Don't click suspicious links – hover first.

3. Never share passwords by email or chat.

4. Watch for urgent/threatening language.

5. Look for typos and odd grammar.

6. Be cautious with attachments.

7. Always verify financial requests by phone.

8. Report suspicious emails to your IT team.

9. Use 2FA whenever possible.

10. When in doubt – ask!

Safe Online Behavior – Best Practices

• Be cautious with unknown emails or links.

• Avoid installing unknown software/extensions.

• Use VPNs on public Wi-Fi.

• Never share sensitive info via email/apps.

• Always log out from shared devices.

• Use AI tools responsibly – no secrets!

• Keep systems and antivirus updated.

• Enable MFA and strong passwords.

• Report suspicious behavior to IT immediately.

Need Help?

Need IT support, phishing simulations, or cybersecurity training?

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