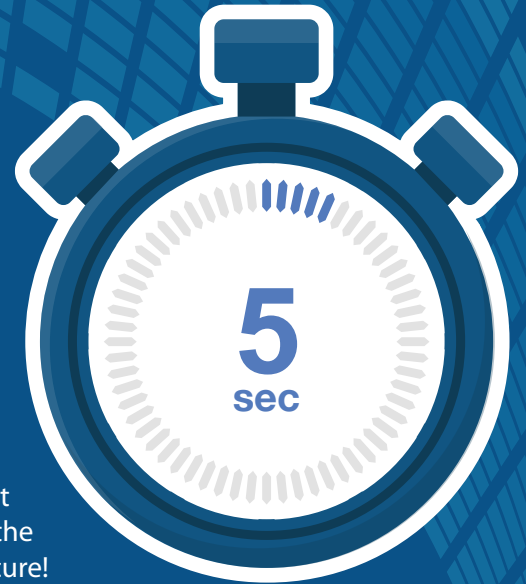




THE 5-SECOND EMAIL CHECK

Take a moment this week to review Intrada's 5-second email checklist. It's a quick and easy way to sharpen your email safety skills and protect yourself from phishing attempts. A few seconds of caution can make all the difference—review the checklist, stay informed, and keep your inbox secure!



The 5-Second Email Check

Stop and ask yourself these questions before clicking anything in an email:

1 Did I expect this? If the message is completely out of the blue, treat it with caution.



2 Is it urgent? If the email demands immediate action or threatens consequences, it is likely a scam.



3 Does the email address match? Hover over the sender's name. Does the address actually belong to the company they claim to represent?



4 Where does the link go? Hover over any buttons or links without clicking. Does the website address look legitimate and correctly spelled?



5 Are they asking for money or passwords? Legitimate companies will never ask for your password over email or demand payment via gift cards.



When in doubt, throw it out. If an email feels wrong, delete it or report it to your IT support team immediately. Better safe than compromised!