

# Spot Dangerous Emails: A Step-by-Step Guide

Follow these steps and you will be able to minimize the risk to your business from these dangerous emails.



# 1. Inspect the Sender's Email Address

96% of phishing attacks involve some form of spoofing or masquerading." (Source: Verizon)



# 2. Check the Greeting

Legitimate businesses use your name or company name.



# 3. Analyze the Email Content

66% of phishing emails contained malicious links or attachments." (Source: Proofpoint)



## 4. Verify Attachments

Be cautious of unexpected or unusual file extensions.



### 5. Report Suspicious Emails

Report to IT security team or authorities.



### 6. Keep Software Updated

Outdated software increases vulnerability to threats like ransomware, phishing, and hacking in traditional manufacturing industries.

By following these steps and **sharing this information** with your colleagues, you can help create a more secure environment for your business and protect it from the potential harm caused by phishing email scams.