The University of Texas Rio Grande Valley

Information Security Office

Phish Alert Button How-To

Website: <u>www.utrgv.edu/is</u> Email: <u>is@utrgv.edu</u>





Phishing

Phishing is defined as the fraudulent practice of sending emails claiming to be from a reputable or known source in order to convince individuals to reveal personal information, such as passwords, or to use an action to install a type of malicious software.

Research estimates that 91% of cyber attacks start with a phishing email.

Our office has also worked with Information Technology in order to streamline the reporting process and make it as easy and unobtrusive as possible.



Phish Alert Button

The Phish Alert Button (PAB) gives you a safe way to forward potentially malicious emails to information security personnel for their review. This feature will also automatically remove the suspicious email from your inbox to prevent future exposure.



How to use the Phish Alert Button



Website: www.utrgv.edu/is



Phish Alert Button in Office 365 Outlook on The Web

The Phish Alert Button for Outlook on The Web can be accessed via:

- https://my.utrgv.edu
- 1. Successfully log in
- 2. Choose the Office 365 Application
- 3. Click the Outlook App



Phish Alert Button V2



Red flags that can help you identify a potential phishing email





Phish Alert Button in Office365-Outlook

Phish Alert V2 🛛 🗙

UTRGV

Are you sure you want to report this as a phishing email?

Subject: FW: reactivate your utrgv.edu account

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From: amy@utrgv.edu

Phish Alert

Click on last time to **automatically** forward the malicious email to information security personnel for their review

Website: <u>www.utrgv.edu/is</u>

Thank you!

Thank you for reporting this email to your security team. Because of people like you, UTRGV is more secure! The email has been submitted for review.

All opened windows will automatically close



Phish Alert Button in Outlook 2016 for Windows

The Phish Alert Button (PAB) for Outlook 2016 is automatically installed via Office 365.

If you:

- Have two (i.e., duplicates) PAB or
- Don't have the PAB in your Outlook 2016 toolbar

Please Visit or call the IT Service Desk. **Brownsville / Harlingen / South Padre Island** 956-882-2020 Main 1212 (Brownsville) **Edinburg / McAllen / Rio Grande City** 956-665-2020 Academic Services Building 1.102 (Edinburg)

Note: You may need to close and open Outlook in order for the add-in to appear.



Phish Alert Button V2

Website: <u>www.utrgv.edu/is</u>



Phish Alert Button in Outlook 2016 for Windows

New New Email Items - New Delete	Reply Forward More + All Respond Quick Steps 7 Move	te Unread/ Follow Read Up+ Tags Find Search People	Click to report	
Favorites Inbox Favorites Inbox Favorites Inbox Favorites Inbox Favorites Inbox Favorites Inbox	Search Current Mailbox (Ctri+E) P Current Mailbox - All Unread By Date * Newest ↓ * * Today * * LinkedIn@linkedin-messages.net New LinkedIn InMail Message 12:55 PM LinkedIn INMAILS/INTRODUCTIONS 12:55 PM dan.frederick (KnowBe4)	Reply Reply All Forward Thu 9/10/2015 12:55 PM LinkedIn@linkedin-messages.net New LinkedIn InMail Message To sime@knowbe4.com Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.	malicious email	
	##- Please type your reply above this line _## Dan (KnowBe4) [KnowBe4] Reseller/IT support tools ##- Please type your reply above this Deborah Galea How to Solve the Five Biggest Email Se Email security solutions for businesses Jason (KnowBe4) [KnowBe4] [KnowBe4] Please type your reply above this Cbrown (KnowBe4) [KnowBe4] Plush Prone Group 2 Click one last time to report	RODUCTIONS See.all sent you an InMail: tunity to you for some help on a position that is currently available in your ly working on filling a position with a large local company, and hope you can point me in the right direction. The right fit for this opportunity has your background and experience. Please let me know if you or you have someone in mind who might be interested, or if you can offer any advice on finding potential candidates. Thanks for your time.		
	the email to the information security personnel for their review	Don't want to receive email notifications? <u>Adjust your message settings</u> . LinkedIn values your privacy. At no time has LinkedIn made your email address available to any other LinkedIn user without your permission. © 2012, LinkedIn Corporation.		
	Scam Of The Week: Business Email Compromise Email not displaying			

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All opened windows will automatically close



Phish Alert Button in Outlook Mobile

The Phish Alert Button (PAB) for Outlook Mobile is automatically installed via Office 365.

You will need:

- The Outlook Mobile Application installed in your smartphone
- To follow the IT instructions on How To:
 - Set up Email on an iPhone and iPad
 - <u>Set Up Email on Android Mobile Phone</u>

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Phish Alert V2

Phish Alert Button V2

Note: You may need to close and open Outlook in order for the add-in to appear.

Website: www.utrgv.edu/is



Phish Alert Button in Outlook Mobile - Android



Website: www.utrgv.edu/is



Phish Alert Button in Outlook Mobile - Android



Website: <u>www.utrgv.edu/is</u>



10:45 AM IN Verizon LTE @ **—** ÎÎÎ 000 Scheduled Tests on Your Computer Ron W. Sep 3 To You Hi, My name is Ron and I am with your local Internet Service Provider. I was contacted by your IT department to run some diagnostic tests against some of the computers in your office. In order to complete my tests I need you to please visit this site, download the test files, and run them on your computer. Just click Run when prompted. The program will send some information back to me and then delete itself. I really appreciate your help with this. Thanks, R. Weasley, Senior Technician **ISP** Services <a> Reply

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Phish Alert Button in **Outlook Mobile - Apple**



Website: <u>www.utrgv.edu/is</u>



Phish Alert Button in Outlook Mobile - Apple

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					KnowBe4		
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Subject: Schedule From: Ron W.	d Tests on Your Computer				Subject: Sc From: Ro	heduled Tests on Your Comp on W.	outer
			~				
	Phish Alert	9	E,			Phish Alert	
1			3				
			Confirm that				
			you want to				
			report the				
			email	4			
				All windows will close automatically	Thank you f your securi like you, UT email h <u>as b</u>	for reporting this email to ty team. Because of peop FRGV is more secure! The een submitted for <u>review</u>) le 2

Website: www.utrgv.edu/is

FAQ

Will this feature be available to everyone?

- The PAB will be available to users with UTRGV credentials, for Windows and Mac computers owned by UTRGV and in the UTRGV domain.
- Students, Faculty, and Staff can access the PAB in Outlook for Office365. This application can be accessed via <u>https://my.utrgv.edu/</u>
- Windows and Mac OS computers owned by UTRGV and in the UTRGV domain will have the add-in automatically installed. **Note**: You may need to close and open Outlook in order for the add-in to appear.



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Updated On 8/17/2018