## MULTI-FACTOR AUTHENTICATION

Turn on multi-factor authentication (MFA) as this increases the security on your email account. Receiving a 'one-time' code to log into your emails is a great way to protect your account.

#### **PASSPHRASE**

A passphrase is a longer and more complex form of a password, but they are also easier to remember. Use a different passphrase for each of your accounts.

### **FAKE EMAILS**

Scammers can manipulate the "From:" field of an email to make it appear to be sent from an email address other than their own. Contact the sender using an alternative method.

### **AVOIDING**

# BUSINESS EMAIL COMPROMISE

# SCAMS

A Business Email Compromise (BEC) is where the scammer poses as a trusted figure, then asks for a fake bill to be paid or for sensitive data to be sent via email!

### PROTECT YOUR PRIVACY

Scammers can learn a lot about someone by doing a simple Google search. Be careful when posting personal information about yourself online as it may be used fraudulently.

### CALL

If a staff member receives an email with an unusual or unexpected request, stop and ring the person on a known number to confirm the request.

### **AWARENESS**

The best defence against email scams is training and awareness for your employees, including how to identify scams, phishing attempts and red flags.

If you are the victim of a cybercrime, make a report at cyber.gov.au/report or attend your local police station.

Disclaimer: This publication contains only general guidelines and strategies for dealing with scams, and no guarantees or representations are made concerning their effectiveness. SAPOL accepts no responsibility for any injury or loss resulting from the application of these strategies.



