



Accuracy



- 🔔 Are there spelling/grammar mistakes anywhere?
- 🔔 Is the date/time wrong?
- 🔔 Are there any errors in the From/To addresses?
- 🔔 Does the URL in the link go to the wrong website?
- 🔔 Does it contain claims you know to be false?

Relevance



- 🔔 Is the email relevant to your job role?
- 🔔 Is it from/to someone you don't know/work with?
- 🔔 Does the subject match the contents of the email?
- 🔔 Is there an attachment which is irrelevant to the email?

Coercion



- 🔔 Is the message threatening or overly coercing?
- 🔔 Is it how I would expect this person to usually speak to me?
- 🔔 Is it telling me there will be bad consequences if I don't comply?
- 🔔 Does it suggest I promised something I don't remember or have no proof of?

Urgency



- 🔔 Is it telling me to do something IMMEDIATELY?
- 🔔 Is it written to make the sender look rushed, so I act faster?
- 🔔 Does it offer a time limit?
- 🔔 Have they "forgotten" to explain exactly why it is so urgent?
- 🔔 Is this person usually very rushed?

Ask these questions for every email, not happy with the answer? **ALARM BELL!!**

<https://phishingtackle.com>