













Tips to help protect you from BEC attacks

	<p>UPDATE REGULARLY Keep your device operating systems and applications up to date.</p>
	<p>RUN SCANS REGULARLY Scan with anti-virus and anti-malware software weekly.</p>
	<p>PROTECT EMAILS WITH MFA Use multi-factor authentication methods for email accounts. For example, if you use Office 365, you can have a code sent to your phone after you enter your login information.</p>
	<p>LOCK DEVICE HOME SCREENS Secure your computers, tablets, and smartphone screens with a password or PIN.</p>
	<p>FOLLOW UP ON UNEXPECTED DEMANDS This includes requests for sensitive matters like wiring funds, account number changes, and sending over confidential information. If you receive a request by email, follow up the contact with a phone call or in-person visit.</p>
	<p>WATCH OUT FOR SLOPPY DETAILS These details in emails include misspellings, poor grammar, changes in writing style, odd-looking email addresses, and pixelated logos.</p>
	<p>COLOR CODE EMAIL COMMUNICATIONS Color code emails from employees/internal accounts are one color and emails from non-employee/external accounts are another.</p>
	<p>CREATE A COMPANY POLICY This policy should instruct employees to verify changes in pending transactions and bank deposit information. Also, consider requiring two parties to sign off on payment transfers.</p>
	<p>RUN SECURITY AWARENESS TRAINING Conduct regular security training including online tutorial sessions and phishing email simulations.</p>
	<p>DON'T OVERSHARE Limit the information you share on social media. Criminals can use this content to personalize phishing emails.</p>
	<p>REPORT BREACHES If you experience a breach, contact your IT support provider. Also, contact the bank to see if they can reverse any wire transfer charges. Finally, file a complaint with the FBI's Internet Crime Complaint Center (IC3) at www.ic3.gov.</p>
	<p>GET EXTRA PROTECTION If you would like extra protection for your IT systems, you can ask us about our subscription-based cloud service called Security as a Service.</p>