

Phish Alert Button

Web Mail – mail.mma.edu

- 1. Within an email, click the **Phish Alert** link to open a drop-down screen.
- 2. A prompt will ask you if you want to report the email as a phishing email. Click **Phish Alert** to report the email.

Course Invitation
Canvas <notifications@instructure.com> Tue 7/13, 7:28 AM Pretend Student *</notifications@instructure.com>
To help protect your privacy, some content in this message has been blocked. To re-enable the blocke
To always show content from this sender, click here.
Label: MMA-Inbox-180 (6 months) Expires: 1/9/2022 7:28 AM
Phish Alert
KnowBe4 Are you sure you want to report this as a phishing email?
Subject: Course Invitation
Phish Alert

Web Mail for Microsoft 365 – portal.office.com

The Phish Alert Button icon will appear in the drop-down menu of an open email.

1. Click the top right dots of an email, then navigate to the **Phish Alert** button.

VM	VoIP Message <voicemail@internal.voipmessage.com> Fri 11/1/2019 11:33 AM Test User ⊗</voicemail@internal.voipmessage.com>	≌	5	→
	You have a new voicemail! 855-566-9234			
	Details Time of Call: Today @ 12:45:47 Lenth of Call: 46 seconds Play *If you cannot play, move message to the "Inbox" folder.			
	Create rule			

Create rule	•••
Print	
Translate	
Show in immersive reader	
View message details	
Open in new window	
Like	
🛒 Phish Alert	

2. A sidebar prompt will ask you if you are sure you want to report the email as a phishing email. Click the **Phish Alert** button to report the email.

Phish Alert ×		
KnowBe4		
Are you sure you want to report this as a phishing email?		
Subject: PhishER Threat to Review - Auto-Purge is ON		
From: PhishER		
Phish Alert		

3. After clicking the **Phish Alert** button, you will be notified whether the phish was simulated or reported for further investigate.



Outlook Client installed on desktop

The Phish Alert Button icon will appear as **Phish Alert Report** icon in the top right of the tool bar or a **Phish Alert** link within the email.

1. Click the top right dots of an email, then navigate to the **Phish Alert** button. If this button is not there, look for the **Phish Alert** link within the email



2. A pop-up on the right will appear. Clicl "Phish Alert" to report the email.

P	hish Alert	>	
	KnowBe4		
	Are you sure you want to report this as a phishing email?		
	Subject: A friendly reminder		
	From: Karen.Berrn		
Phish Alert			
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3. Once reported, you will receive a Thank you.



Please note: The Phish Alert Button is not accessible on all mobile devices at this time. The button will become available as we move to cloud-based email.

Outlook Mobile App (Android)

1. On any open email, tap the three dots at the top-right of the screen.



2. The **Phish Alert** add-in will appear. Tap the Phish Alert add-in.



3. A prompt will ask you if you are sure you want to report the email as a phishing email. Tap the **Phish Alert** button to report the email.

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KnowBe4	Ļ		
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Subject:	Safety reca	all for your v	vehicle
From:	Pamela C.		
	Mobile F	Phish Aler	t
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4. If you have successfully reported a simulated phishing email sent on behalf of your organization, a congratulatory message will display. Click **OK** to close it.

4:45 🔛		😧 🖘 III 85% 🗖
×		
Thank you for repo security team. Bec company is more s	orting this er ause of peo secure!	mail to your ple like you, our
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Please note: The Phish Alert Button is not accessible on all mobile devices at this time. The button will become available as we move to cloud-based email.

Outlook Mobile App (iOS)

1. On any open email, tap the three dots at the top-right of the screen.



2. The Phish Alert add-in will appear. Tap the Phish Alert add-in.



3. A prompt will ask you if you are sure you want to report the email as a phishing email. Tap the **Phish** Alert button to report the email.



4. If you have successfully reported a simulated phishing email sent on behalf of your organization, a congratulatory message will display. Click **OK** to close it.

