

# HOW TO: USE YOUR EMAIL SAFELY

Follow the **S.T.O.P.** Method to ensure that you are protecting yourself online.



Whenever you look at an email, make sure you ask yourself **FOUR** important questions:



## IS THIS EMAIL...



### 1 SUSPICIOUS?

#### WARNING SIGNS:

-  Asking for your personal information such as: Name, phone number, birthday, social security number, address, or passwords
-  Emails from people you do not know



### 2 TELLING ME TO CLICK ON A LINK?

#### WARNING SIGNS:

-  Random links or cool-looking buttons
-  Look out for things that sound like: "Click on this link to get a PlayStation 5."

### 3 OFFERING SOMETHING AMAZING?

#### WARNING SIGNS:

-  The offer sound TOO good to be true
-  Look out for things that sound like: "You've won a FREE puppy."

### 4 PUSHING ME TO ACT FAST?

#### WARNING SIGNS:

-  Look out for things that sound like: "In 5 minutes, this offer will EXPIRE!"



IF YOU HAVE ASKED YOURSELF **ANY** OF THESE 4 QUESTIONS AND THE ANSWER IS 'YES' BE SURE TO **S.T.O.P!!**

#### HERE'S WHAT YOU CAN DO NEXT:

**Remember:**  
A Healthy Athlete is  
a SAFE Athlete!

-  Get offline
-  Talk to someone you can trust
-  Delete the email and block the sender