**Don’t panic and don’t be too quick to click on email links even if the message looks urgent and threatening.**

**Look at the email closely. Does the message look suspicious, or does the link look unusual? Does the request make sense?**

**Question the sender (if you know him/her personally). Check with the LITS Help Desk (helpdesk@hamilton.edu or 315-859-4181) to determine if the email is legitimate or not.**

**Notify LITS if you receive any Hamilton-related phishing emails by forwarding it to helpdesk@hamilton.edu.**

Always remember that Hamilton College will not arbitrarily solicit personal information from you. You should never reply to those requests. If you’re not sure you responded to a phish, contact the LITS Help Desk at helpdesk@hamilton.edu or 315-859-4181 just in case.

Learn more about suspicious email at https://my.hamilton.edu/its/rc/e-mail-and-spam.