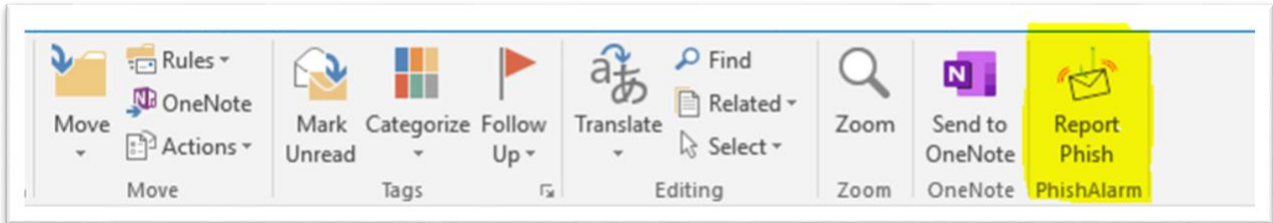
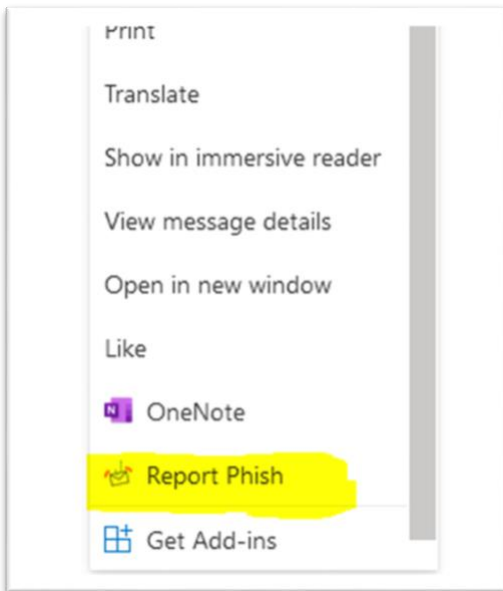
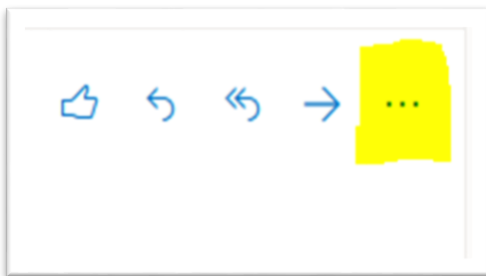


How to Use PhishAlarm in Microsoft Outlook for PC and Mac, Webmail, and Mobile

When you open an email using **Microsoft Outlook** and you are unsure of whether the email is legitimate or not, you can use the new *“Report Phish”* button on your tool bar (highlighted below). If you click on the icon it will forward the email as a ticket to the technology helpdesk



If you use **Webmail version of Outlook**, you will find Report Phish by clicking the three dots on the top-right side of your screen. Scroll down until you see the *“Report Phish”* option



If you use **Mobile version of Outlook**, you will find Report Phish by clicking the three dots on the top-right side of your screen. Scroll down until you see the “Report Phish” option.

