



Office of Information Security



## A NEW WAY TO REPORT **A SUSPICIOUS EMAIL**

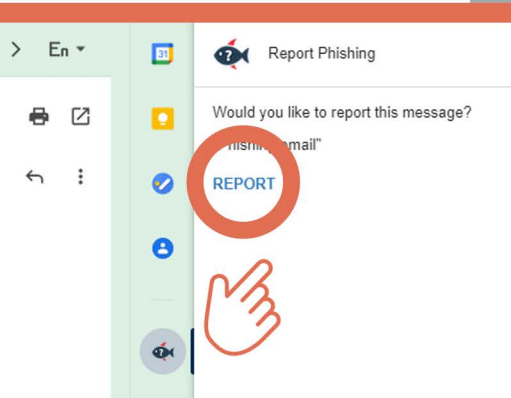
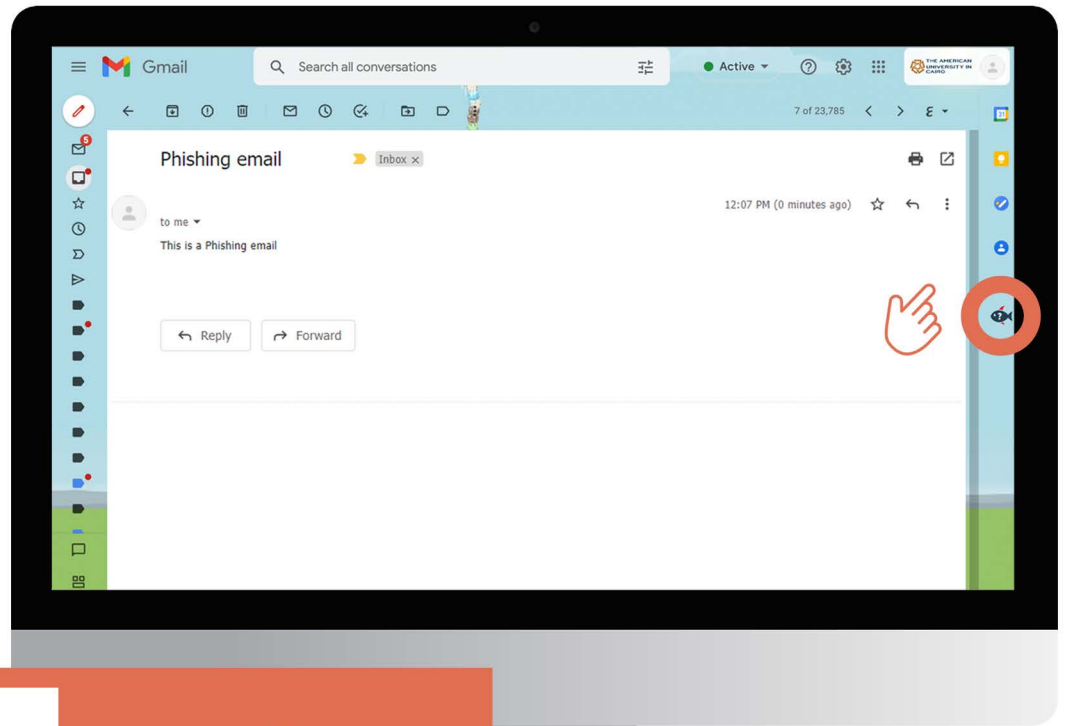


**Cofense Reporter**

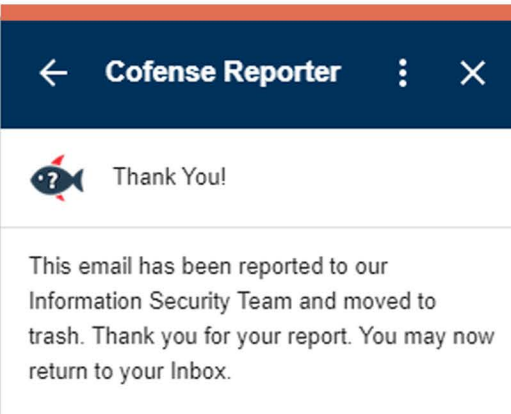
The easiest way to report phishing

# Reporting a Suspicious Email on Desktop (Windows and Mac)

- 1 Open Gmail on your desktop browser
- 2 Open the email you want to report
- 3 Click on the fish icon (Cofense Reporter Button)



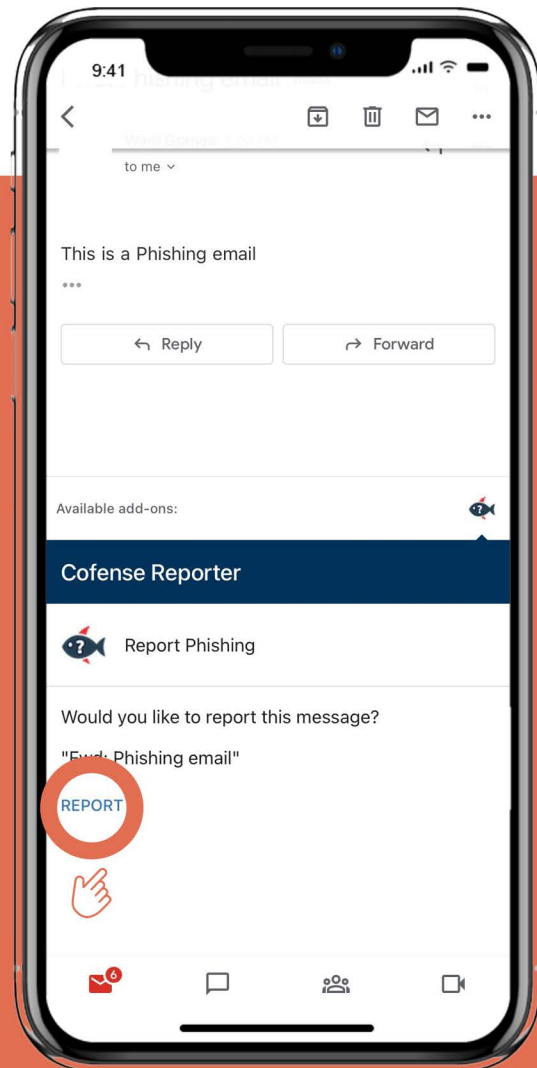
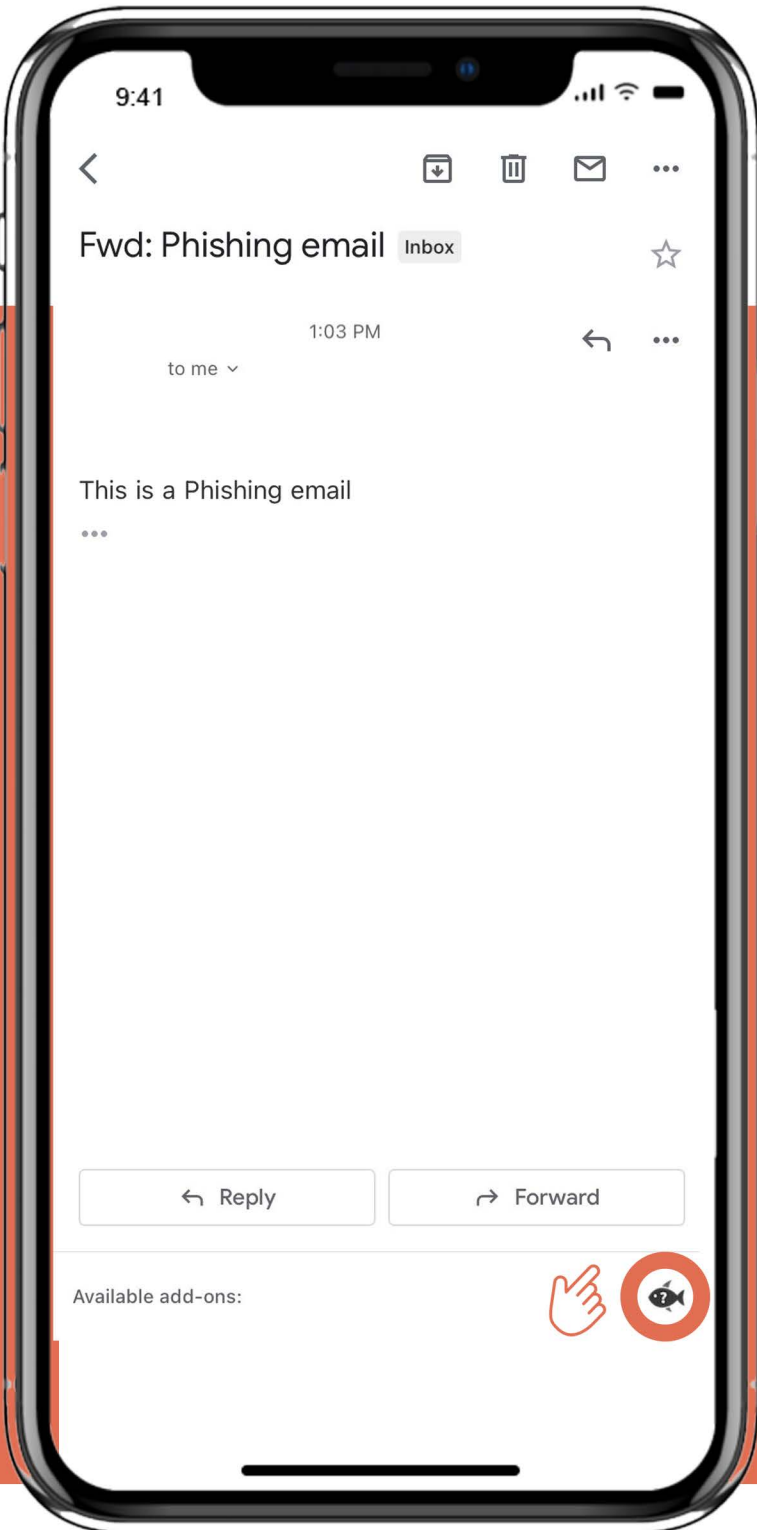
- 4 Click **REPORT** from the Cofense Reporter tab



- 5 You should see the following message confirming that your email has been successfully reported

# Reporting a Suspicious Email on iOS

- 1 Launch Gmail on your iPhone
- 2 Open the email you want to report
- 3 Tap the fish icon (Cofense Reporter Icon)

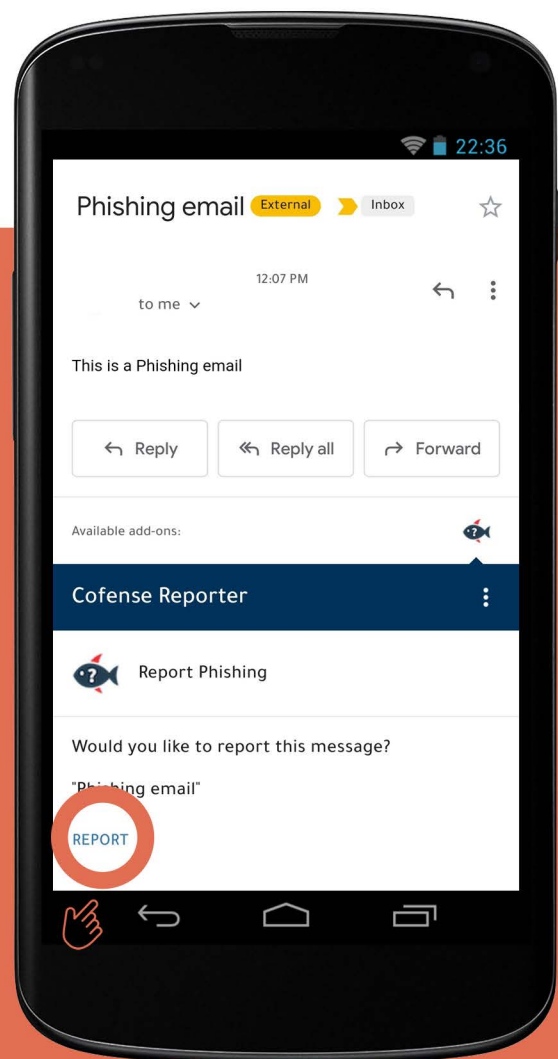
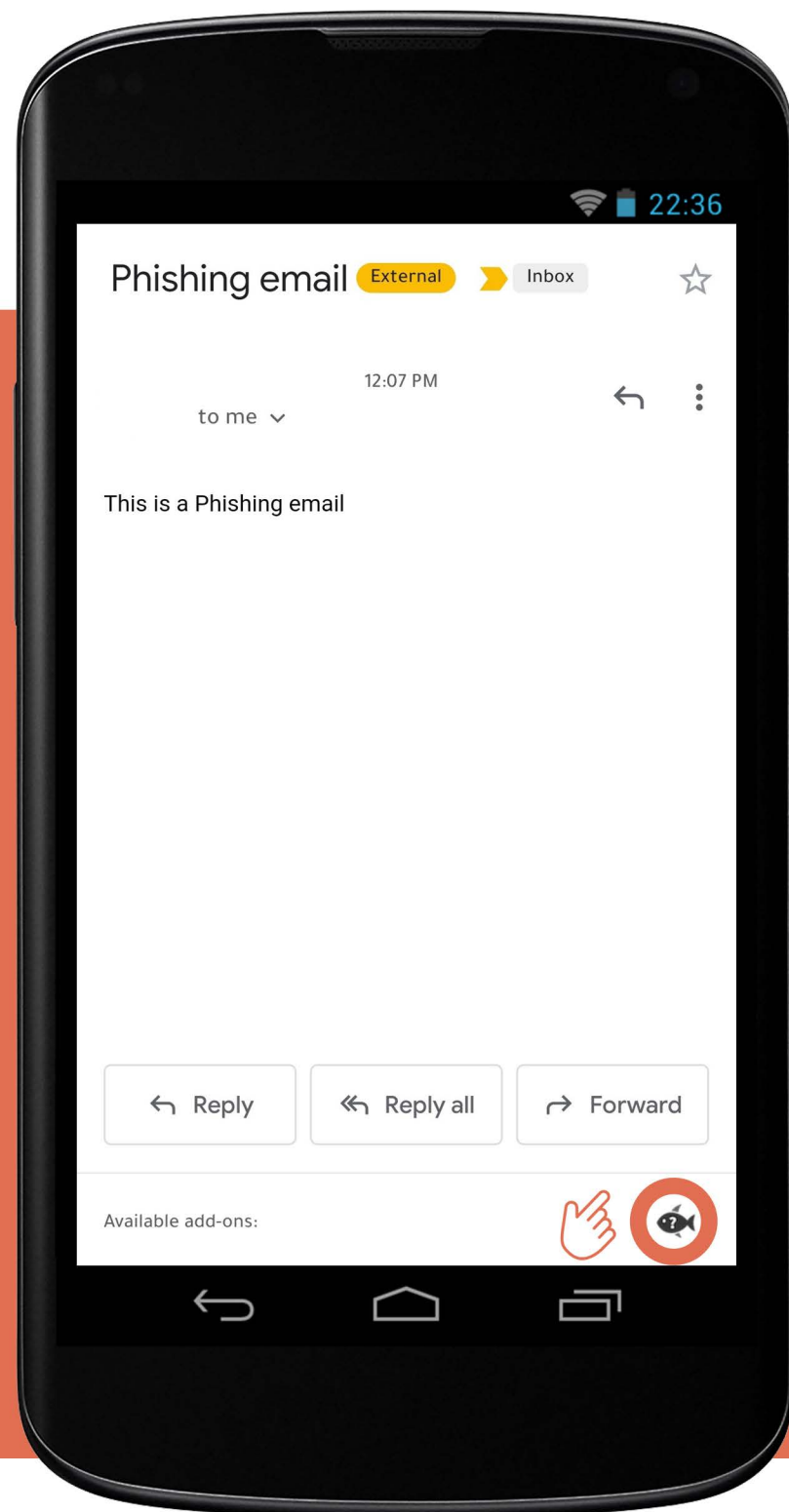


4

Tap **REPORT** in the next screen to report the email

# Reporting a Suspicious Email on Android

- 1 Launch Gmail on your Android device
- 2 Open the email you want to report
- 3 Tap the fish icon (Cofense Reporter Icon)



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Tap **REPORT** in the next screen to report the email