

# Email Security Tips

Scammers set rules in email accounts to forward legit emails and then delete the forward. This allows them to spoof emails and email accounts.

Stewart Title has provided these quick instructions on how to check to see if your email accounts have been compromised.



# GMAIL.COM

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Go to the **"Settings"** menu icon and choose **"See all Settings"**

1

CHECKING  
FOR RULES

2

In the **"Filters and blocked addresses"** tab - check for any rules you didn't create

3

Click on the **"Details"** link at the bottom right corner of the page, below the **"Last account activity"** line.

CHECKING  
ACCESS LOG

4

You will see a pop-up window that shows the recent activity on your account, such as the type of device, browser, location, and IP address that accessed your Gmail inbox

5

Check a list of recent sign-in attempts, devices, locations, and apps that accessed your account

# OUTLOOK.COM

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Go to the **"Settings"** menu icon and choose **"Mail"**

1

CHECKING FOR RULES

2

In the **"Mail"** go to **"Rules"** section - check for any rules you didn't create

Repeat above step for **"Sweep"** section

3

CHECKING ACCESS LOG

4

At the top right corner of the screen and choose **"My Microsoft account"**

Click on **"Security"** in the left sidebar menu

5

6

Click on **"Sign-in activity"**

Review a list of recent sign-in attempts, devices, locations, and IP addresses that accessed your outlook.com account

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# YAHOO.COM

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Go to the **"Settings"** menu icon and choose **"More Settings"**

1

CHECKING  
FOR RULES

2

In the **"Filters"** section, check for any rules you didn't create

Click on your profile picture or name at the top right corner of the screen and choose **"Account Info"**

3

CHECKING  
ACCESS LOG

4

Click on **"Recent activity"** in the left sidebar menu

Check a list of recent sign-in attempts, devices, locations, and apps that accessed your account

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