

LITHIA & driveway

One Click Can Cost You

Use the 5 Core Checks

1. Check the Sender

Is the email from someone you know? Is the email address spelled correctly or does it look of (e.g., j0hn.smith@micr0soft.com)?

2. Check the Request

Is the message asking you to do something unusual—like send money, buy gift cards, or click a link urgently?

3. Check the Tone and Language

Does the email sound off or impersonal? Are there spelling/grammar issues, or a weird sense of urgency?

4. Check the Links and Attachments

Hover over links—do they go where they claim to? Are you expecting an attachment? Be cautious with ZIP files or anything executable.

5. Check the Banner or Warning Labels

Is there a red or external email banner? Does it say the message came from outside the company even if it appears internal?

Help Keep Lithia & Driveway Safe

Let's be better safe than sorry when it comes to information security. Click here to learn more about reporting phishing or SPAM emails in Outlook.

