Dear Kellogg Community,

Recently, you may have received one or more emails titled “You’ve received a greeting ecard” that links to a “sensecost” or “softokor” website. These are SPAM messages, and you should not click on the link within the email.

In this case, these messages only appear to advertise discount software and pharmaceuticals. Unfortunately, messages like these can also lead to websites that attempt to compromise your computer or steal your identity, password, or account information.

Even though Outlook regularly updates your Junk E-Mail filter to catch these messages, spammers also update their tactics to get around them. To help further reduce SPAM, please follow the recommendations below.

**Protect your email address**
One of the easiest ways to reduce spam is to limit access to your email address. Only share your email address only with friends, family, co-workers, and others that you trust. Create and use secondary email address for online purchases, discussion forums, and when providing contact information for retailers, etc. Alternatively, if you do share your email address on a publicly available website, consider disguising it to ensure it is only recognizable by a person reading, rather than programs that scour the internet. For example, replace “kis-help@kellogg.northwestern.edu” with “kis-help AT kellogg DOT northwestern DOT edu.” An even better option is to create a picture of your email address to use on websites, like this:

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kis-help@kellogg.northwestern.edu
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**Avoid Phishing Messages**
Phishing messages request the recipient to click on a link within an email message and often ask for contact or account information. Following these links and providing information open you up to both spam and serious security risks.

Some phishing messages appear to come from legitimate sources, such as your bank, school, or popular applications such as Facebook; whereas others are more obviously suspicious. If the message contains a link that doesn’t match the text displayed, you can easily identify it as a spam/fishing message. For example, hover over the word “Yahoo” below, and notice that it actually points to Google (this is a safe link, only used as an example): Yahoo.com.

Even if the link matches the displayed text, take precautions before clicking on a link you don’t recognize. If you are unsure if a link is safe, a quick Google search can often provide information that a particular URL address is used for.
spam or phishing. Keep in mind, phishing messages are not limited to traditional email accounts like Kellogg Exchange or Gmail; they can appear in online applications as well, such as FaceBook and MySpace inboxes.

Regardless of the origin of the message and even if the link appears safe, we recommend ignoring directions in any messages that request contact or account information, or those that prompt you to install or update applications. Instead, contact the business in question, using the site or number you usually use to verify the validity of the message.

*Kellogg Information Systems will never ask for your account information by email; if you receive such an email contact your KIS Support Center.*

**Questions?**
If you have any questions, please contact your KIS Support Center (see below):

Sincerely,

Kellogg Information systems

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**Evanston**

**Jacobs Center - Student Support**

2001 Sheridan Road, Room 163
Evanston, IL 60208
847.467.2100
[kis-help@kellogg.northwestern.edu](mailto:kis-help@kellogg.northwestern.edu)

**Jacobs Center - Faculty, Staff, and PhD Support**

2001 Sheridan Road, Room 158
Evanston, IL 60208
847.467.3030
[kis-fastcats@kellogg.northwestern.edu](mailto:kis-fastcats@kellogg.northwestern.edu)

**Allen Center**

2169 North Campus Drive, Room 154
Evanston, IL 60208
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**Chicago**

**Wieboldt Hall - Faculty & Staff Support**

340 E. Superior Street, Suite 125
Chicago, IL 60611
312.503.0159
kis-help@kellogg.northwestern.edu

Coral Gables

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95 Merrick Way, Suite 105
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