How should I report a phishing attempt?

Issue
You want to know how you should report a phishing attempt.

Resolution

How it should be reported...
First and foremost, it is best to report the Phishing attempt through the UCSB Connect Web Mail App.

You can do this by doing the following:

1. Connect to UCSB Connect Web Mail App
2. Once logged in, go to the phishing email in question and click on the ... icon ( ) or on the down arrow of the reply ( ) in the upper right hand corner of the message.
4. If you are sure the message is a Phishing message, click on Report Phishing Message for Google to process it as a phishing message.

If your still wish to report it further...
If you still wish to report the message to us or any other service it is important to give us the full headers of the message.

This can not be done by forwarding the message.

The best way to send the full headers of the message is to do the following:

1. Connect to UCSB Connect Web Mail App
2. Once logged in, go to the phishing email in question and click on the ... icon ( ) or on the down arrow of the reply ( ) in the upper right hand corner of the message.
3. Select Show Original;
4. Click on Copy to clipboard, this will copy the entire message, with headers that will be needed.
5. Paste contents into an email to security@ucsb.edu or to us at help@engineering.ucsb.edu.

Also please refer to Reporting Harassing or Unwanted Email link, as this references how to get the full headers of the message for other clients and who else to report on campus.

Other references
Please also refer to https://security.ucsb.edu/report-incident/report-harassing-or-unwanted-email on reporting phishing attempts.