

# Email Hacked?!



## What to Do Next







# **Change the Account Password Immediately**

**Make sure it is 12+  
characters long & unique. Avoid  
reusing passwords from other  
accounts**



# **Turn on MFA (AKA 2FA) for Your Email**

**Find the Setting Under  
'Security' or 'Privacy'**



## **Look for Activity You Don't Recognize**

Check for new messages in the 'Sent' or 'Trash' folders you didn't write; also look under 'Settings' for 'Rules to Forward Emails' that you didn't set up and turn them off.





## And Look a Bit More...

Double-check that no Secondary Emails, Phone Numbers, or other 2FA options have been added to your account settings

[Google - myaccount.google.com/security](https://myaccount.google.com/security) 

[Outlook- account.live.com/activity](https://account.live.com/activity) 





## **MFA Was Previously Enabled?**

Regenerate the Backup Codes  
to void any prior codes from  
being used



## **Force All Active Sessions to Log Out**

This prevents continued access the attacker may already have.

Find it under the Security Setting





**Is the hacked email  
used to log in to or  
recover other  
accounts?**

If yes, update their passwords  
and enable MFA for them as  
well. They're now at risk, too.



## **Notify Friends, Family, & Work**

**Tell your contacts to be alert for  
any odd messages from your  
hacked account.**



# Security Awareness Simply Explained



[wizer-training.com](https://wizer-training.com)