This Week's Tip: When and How to Send an Encrypted Email

Email can be one of the least secure platforms out there. Every day, people freely exchange private information without regard for who might see it, or whose hands it could end up in.

You're probably familiar with a few standard security tips, such as using strong passwords and avoiding malware. However, many people overlook the importance of using encrypted email.

Here is a quick cyber security tip to learn more about when and how to encrypt an email sent from Supreme Lending.

When to:

Email contents will automatically encrypt when containing a *Social Security Number* or a *Credit Card Number* in **text form.**

Important: Emails will **NOT** automatically encrypt when this information is part of an **image.**

As a best practice, always manually encrypt emails that contain sensitive information! A single wrong click can cause a data breach by exposing company secrets or customer personally identifiable information.

How to:
To send a secure email, enter one of the following words into the Subject: **[secure]** *or* **[encrypt]**

Important: You *must* include the square brackets!

That's it!

If you have any questions regarding this tip, please contact Information Security via Mark.Nagiel@SupremeLending.com. Thanks for participating in our team's efforts to keep our company data safe.