

# COMBATING MISINFORMATION AND FAKE NEWS IN THE WORKPLACE



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We live in an era where social media has empowered the rapid transmission of information within and beyond organisations. This powerful tool has been increasingly exploited by extremist groups to deliberately spread fake news and create chaos which can affect an organisation's reputation. Read on to learn the steps your organisation can take to combat misinformation and fake news in your workplace.

## UNDERSTAND THE IMPORTANCE OF INFORMATION SEARCHING AND DISCERNMENT



As misinformation spreads rapidly in the online world, it is important to learn how to safeguard against false information. It is harder to make well-informed decisions when we cannot tell truth from fiction. We can distil fact from fiction by looking at the source of the information and check against multiple sources to ensure that the information is credible and reliable.

## IDENTIFY FAKE NEWS BY FACT-CHECKING



In an age where information is readily available, it is important to ensure that the website you are browsing is providing factual and reliable information. False information can impact our decisions and lead to poor decision-making, resulting in potential losses to businesses. You can prevent the spread of misinformation by fact checking using multiple trusted sources.

## EXERCISE FAIR JUDGEMENT AND DISCRETION, EXAMINE THE ISSUE FROM DIFFERENT ANGLES



We are loaded with information daily through messaging apps, on social media, and other sources. However, information can be misunderstood when presented out of context or taken at face value. For example, photographs may be taken from different angles to communicate certain messages, and may be cropped or altered to highlight specific agendas. It is essential to exercise fair judgement and discretion if the information presented to you has been manipulated, as there are at least two sides to every story.

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-SGSecure@Workplaces Bulletin-

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