

Security Awareness



Days: 4 Hours

Prerequisites: Students should understand fundamental computer concepts, such as how to run applications, manage files, and use a web browser.

Audience: This course is intended for end users who use computers at home or in the office.

Course Objectives: Security Awareness explores the world of cybercrime. This half-day course will ensure that staff gain an appreciation of company-wide measures to protect against cyberattacks and their own role in the success of these defense measures.

Most importantly, it will help staff recognize phishing attacks and understand what steps to take to mitigate the effect when a cyberattack has been successful. It emphasizes the importance of practicing safe social media behavior to prevent cyber criminals from mining sensitive personal and company data.

Each participant leaves with their own personal cybersecurity plan that prepares them to enter the fight against cybercrime.

OUTLINE:

SESSION ONE: COURSE OVERVIEW (10 MIN)

- Course Overview
- Learning Objectives
- Pre-Assignment
- Pre-Course Assessment

SESSION TWO: THE STATE OF CYBERCRIME (15 MIN)

- History of Cybercrime
- Recalling Cybercrimes
- Historical Examples of Cybercrime
- Cost of Cybercrime

SESSION THREE: TYPES OF CYBERATTACKS (15 MIN)

- Types of Attacks

SESSION FOUR: ROLE OF HUMAN ERROR (30 MIN)

- The Role of Human Error
- Opening Email

SESSION FIVE: WHAT CAN A COMPANY DO? (30 MIN)

- Company-wide Defenses
- Other Company-wide Defenses
- Focus on Social Media
- Create a Social Media Policy

SESSION SIX: BEST PRACTICES FOR REMOTE OR TRAVELLING EMPLOYEES (20 MIN)

- Out of Office Protections

SESSION SEVEN: SCENARIOS (30 MIN)

- Scenario: Malware
- Scenario: Potential Data Breach

SESSION EIGHT: CYBERATTACKS ON INDIVIDUALS (30 MIN)

- Cyberattacks to Obtain Sensitive Information
- Malware (Malicious Software)
- Social Media
- Social Media Scams

SESSION NINE: RECOGNIZING PHISHING ATTACKS (20 MIN)

- The Giveaway Clues to Phishing Attacks
- Spot the Clue
- Phishing Emails

SESSION TEN: WHAT CAN A PERSON DO? (20 MIN)

- Supporting Company Efforts
- Social Media
- Focus on Spear Phishing
- How to Protect the Organization

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- Social Media Safety

SESSION ELEVEN: CREATING A PERSONAL CYBERSECURITY PLAN (10 MIN)

- Cybersecurity Starts with You!
- Personal Action Plan
- Course Summary
- Recommended Reading List
- Post-Course Assessment
- Pre- and Post-Course Assessment Answer Key
- Pre-Course Assessment
- Post-Course Assessment
- Assignment Answer Key