

Course Outline: Security Awareness - CyberWise

Duration: 1 Day

Prerequisites:

Basic computer user skills and a general working knowledge of Windows Operating System.

Who should attend:

All non-IT members of staff who use computers will benefit greatly from this course.

Overview

This course is designed for non-technical end-users of computers, mobile devices, networks, and the Internet, enabling employees of any organization to use technology more securely to minimize digital risks. No technical knowledge or background is required for this course which is particularly recommended for companies and organizations. All staff members who use computers, mobile devices, networks and the internet will learn how to apply good technology practices and everyday habits that will maximize online security and minimize risks.

Outline:

Module 1: The Need for Cyber-Safety

- Defining Cyber-Safety, Explaining Threats & Consequences of Inaction
- Social Engineering: The Most Feared Attack Weapon

Module 2: Physical & Logical Security for End Devices

- Physical Computer Safety in Action
- Logical Computer Safety in Action
- Mobile Devices Safety in Action
- Top Ten Cyber-Safety Actions

Module 3: Secure Internet Access

- Browsing Safely
 - How to browse safely
- Internet Transactions Safety
 - Eliminate the risks of internet transactions
- Communicating Safely
 - Are you communicating safely?
- Social Networking Safety
 - Keep your Social Networking safe
- Safe Access to Cloud Services
 - The safe way to access Cloud Services

Examination & Certification:

Number of questions: 25

Test duration: 1 Hour

Test format: Multiple Choice

Pass = 50-59%

Merit = 60-79%

Distinction = 80-100%