

# Recommended Training Plan

We recommend that you use ASAP (Automated Security Awareness Program), which is a revolutionary tool for creating and implementing a fully mature, customized program for your organization in just a few minutes. This is a sample training plan that can help complement ASAP.



## Start

### Mandatory Foundational Training:

- **SAC** – Security Awareness Fundamentals (18 min)
  - Security Awareness Essentials (70 min)
  - Becoming a Human Firewall (14 min)
  - Security Awareness for New Hires (10 min)
- **Popcorn** – Cyber Security Starter Kit (15 min)
- **KB4** – 2020 KM Security Awareness Training (15 min)
  - 2020 KM Security Awareness Training (45 min)
  - 2020 KnowBe4 Security Awareness Training (30 min)



### New Security Assessments

Security Culture Survey  
Security Awareness Proficiency Assessment



## Reinforce

### Monthly Campaigns – Video, Training Modules & Games

1. **Popcorn** – Free WiFi (4 min)
2. **SAC** – Keep an Eye on PII (3 min)
3. **exploqii** – Advanced Persistent Threats (2 min)
4. **KB4** – Credential Harvesting Attack (5 min)
5. **El Pescador** – Security for Special Dates (3 min)
6. **SAC** – Confessions of a Social Engineer (3 min)
7. **Twist & Shout** – Spoofing (5 min)
8. **exploqii** – Man-in-the-Middle-Attacks (2 min)
9. **El Pescador** – Security Beyond the Office (3 min)
10. **SAC** – Confessions of a Vishing Victim (4 min)
11. **Twist & Shout** – Physical Access (4 min)
12. **KB4** – Danger Zone (5 min)

## Extras

### Remedial Training – Smart Group Rules

- **Twist & Shout** – Phishing (4 min)
- **SAC** – Phish Catcher Game (7 min)
- **Popcorn** – Spot the Phish Game (8 min)
- **SAC** – Phishing Andrew's Inbox (10 min)
  - Phishing Fundamentals (12 min)

### Messaging Tools

- SAC Monthly Newsletter
- Posters (Printed and Digital)
- KB4 Non-PST template: Scam of the Week
- KB4 Non-PST template: Security Hints & Tips

### Covid-19 Materials 🦠

- Internet Security When You Work From Home
- Taking Security Home: Working Remotely
- Be Prepared for Coronavirus
- Scam Alert: Work From Home Tips
- COVID-19 Phishing Scams: Preparation, Not Paranoia

## Working Remotely/ Returning to the Office

- SAC** – Back to Work Security Refresher (5 min)
- El Pescador** – Remote Work: Corporate vs Personal (3 min)
  - Remote Work: Secure Devices (2 min)
- Twist & Shout** – Working From Home (6 min)
- KB4** – Face Masks at Work: 8 Essential Tips (5 min)





# Targeted Training Plan

## Developers

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- SAC** – OWASP 80 minute module or a 5 Part Series
  - Avoiding Security Risks for Developers (20 min)
- Popcorn** – *Building Secure Software Series:*
  - Very Early and Often (4 min)
  - Leverage Security Frameworks and Libraries (4 min)
  - Secure Database Access (4 min)
  - Encode and Escape Data (5 min)
  - Validate Your Inputs (4 min)

## IT Staff

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- SAC** – Respecting Privileged Access (12 min)
- Popcorn** – Privileged User Access Management (4 min)
- KB4** – Pretexting - IT Attack (5 min)

## Help Desk | Call Center

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- SAC** – Gatekeepers: Protecting Information and Access (20 min)
  - Social Engineering Basics (10 min)
- KB4** – Credential Harvesting Attack (5 min)

## Human Resources

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- SAC** – Gatekeepers: Protecting Information and Access (20 min)
  - PII and You (25 min)
- El Pescador** – HR Sector Phishing with Quiz (7 min)
- KB4** – Pretexting - HR Macro Attack (5 min)

## Safe Travel

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- SAC** – Road Warriors: Remote and Mobile Security (4 min)
  - Travel Security Challenge Game (7 min)
- KB4** – Safe Travels for Road Warriors (10 min)
  - 2018 Mobile Device Security (10 min)
- Twist & Shout** – Public WiFi (4 min)

## Executives | Managers | Leaders

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- SAC** – Executive Awareness Leadership (15 min)
  - Phishing & Social Engineering for Executives (12 min)
- Popcorn** – CEO Scams (2 min)
- El Pescador** – C-Level Phishing with Quiz (6 min)
- Exploqii** – CEO Fraud - Fake President (2 min)
- KB4** – 2018 CEO Fraud (10 mins)
- Executive Series:**
  - CEO Fraud (4 min)
  - Decision Maker Email Threats (5 min)
  - Mobile Device Security (4 min)
  - Ransomware and Bitcoin (5 min)
  - Remote and Travel WiFi Dangers (4 min)
  - Safe Web Browsing with Corporate Devices (4 min)
  - Secure Destruction of Sensitive Information (3 min)
  - Securely Working From Home (3 min)
  - Social Engineering the Executive (3 min)
  - Social Media Precautions for Executives (4 min)

## Physical Security

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- Popcorn** – Tailgating – Stranger Danger (2 min)
  - ICS and SCADA Security – 4 Modules (5-7 min)
- SAC** – Workplace Violence and Safety (20 min)
  - Workforce Safety & Security Awareness (20 min)
  - Jasper the Disaster in Workplace Physical Security (5 min)
- Syntrio** – Workplace Intruder (35 min)
- Twist & Shout** – Physical Access (4 min)
- KB4** – Financial Institution Physical Security (20 min)

## Finance & Customer Service

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- SAC** – Social Engineering Basics (10 min)
  - PII and You (25 min)
  - What is BEC? (2 min)
  - Avoiding BEC (2 min)
- El Pescador** – Finance Sector Phishing (5 min)
- Popcorn** – CEO Fraud (2 min)





# Compliance Training & Compliance Related

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## GENERAL DATA PROTECTION REGULATION

- SAC** – GDPR (11 min)
- KB4** – 2018 GDPR (15 min)
- Teach Privacy** – GDPR (7 min)
- Popcorn** – User Rights (6 min)
- exploqii** – EU GDPR (3 min)

## HEALTHCARE

- SAC** – HIPAA for End Users (15 min)
  - HIPAA for Business Associates (30 min)
- Syntrio** – HIPAA: Privacy and Security Basics (60 min)
- Teach Privacy** – California Health Privacy (4 min)
- Twist & Shout**  
*HIPAA Edition*
  - Social Media Sharing (3 min)
  - Unapproved Apps (5 min)
  - Private Records (4 min)
  - Passwords & Access (5 min)
  - Ransomware (5 min)
  - Phishing (4 min)

## EDUCATION

- SAC** – FERPA (9 min)
  - New York State Education Law (20 min)
- Teach Privacy** – FERPA - K-12 (15 min)
- Syntrio** – Campus Aware (45 min)
  - FERPA (20 min)

## FINANCE

- SAC** – Sarbanes Oxley (15 min)
  - FFIEC (14 min)
  - GLBA (9 min)
- Syntrio** – Anti-Money Laundering (AML) (20 min)
- exploqii** – Wire Transfer Fraud (2 min)

## ELECTRIC

- SAC** – FERC/NERC for End Users (13 min)
  - FERC/NERC for Managers and Executives (19 min)

## ANTI-CORRUPTION

- Syntrio** – FCPA - Anti-Corruption and Bribery (45 min)
  - Global Anti-Corruption (45 min)

## PAYMENT CARDS

- SAC** – PCI DSS - Retail Compliance (15 min)
  - PCI DSS Retail Store Experience (10 min)
- Popcorn** – PCI DSS for Corporate Office (7 min)
  - PCI DSS for Retail Stores (8 min)
  - PCI DSS for Merchants (7 min)
- KB4** – PCI Simplified (25 min)

## CANADA PRIVATE SECTOR TRAINING

- Canada Privacy Training** – Canada Private Sector Privacy (30 min)
- Teach Privacy** – Canadian Anti-Spam Legislation (10 min)
- KB4** – 2016 Handling Sensitive Information - Canadian (15 min)

## FEDERAL GOVERNMENT

- Teach Privacy** – The Privacy Act for Federal Contractors (15 min)
- KB4** – Criminal Justice Information Services Security - 4 part Series

## CCPA

- SAC** – California Consumer Privacy Act (15 min)
- Teach Privacy** – California Consumer Privacy Act (10 min)

## HUMAN RESOURCES

- Syntrio** – Sexual Harassment Training for Employees (60 min)
  - Sexual Harassment Training for Managers (70-120 min)
  - Avoiding Conflicts of Interest (15 min)
  - Preventing Unlawful Retaliation in the Workplace (45 min)
  - Preventing Workplace Harassment for Managers (60 min)
  - Preventing Workplace Harassment for Employees (60 min)

## TEXAS - SECTION 2054.519(B) OF THE TEXAS GOVERNMENT CODE

- KB4** – Cybersecurity Awareness for Texas