

## Training for employees to complete

- Annual Trainings
- Phishing Exercises Advanced Pack
- Executive Training (administrative)
- New Employee Onboarding (new employees)
- Use GenAI Safely
- Detect Deepfakes
- Advanced Phishing
- Smishing
- Malware Training
- Account Takeover
- Data Privacy
- CEO Scams (non-admin employees)
- Financial Services Security Awareness Updated (Finance)
- Security best practices for IT administrators (maybe IT team / Admin)
- Supply chain risk (maybe IT team / Admin)

- Possibly use the “Policies” feature that can help to make learners more familiar with our policies
- Use phishing exercise 2.0
  - o Can create a custom game to simulate more of what an employee may see
- Possibly make Secure Code Training optional for anybody curious

## PLAN

- One annual full training course
- Monthly smaller training course with monthly video
- Test phishing emails monthly
- Make training mandatory and give 30 days to complete
- For new employees give them within their first 14 days to complete training

### Turn off first notification option in settings

- o If you do not want users to get any notifications and reminders, please make sure you turn off the first notification option when assigning a task. Also, turn off the automatic reminders in the Account Settings menu