Course Content

Course Description:

In this course, you will cover what you can do to protect yourself and your organization from technology-related risks. This course will help you to:

• Understand both security and compliance needs and requirements.
• Recognize and avoid phishing and other social engineering attempts.
• Recognize and avoid viruses, ransomware, and other malware.
• Help ensure data security on computers, mobile devices, networks, the Internet, and in the cloud.

In this course, you will use discussions, case studies, and the experiences of your instructor and fellow students to explore the hazards and pitfalls of technology and learn how to use that technology safely and securely.

Course Objectives:

Upon successful completion of this course, students should be able to:

• Identify security compliance measures.
• Address social engineering attempts.
• Secure devices such as desktops, laptops, tablets, smartphones, and more.
• Use the Internet securely.

Prerequisites:

It is recommended that you should have experience with the basic use of conventional computing technology, including desktop, laptop, or tablet computers; mobile phones; and basic Internet functions, such as web browsing and email.

Target Audience:

This course is designed for all users of computers, mobile devices, networks, and the Internet, to enable them to use technology more securely and minimize digital risks, regardless of technical ability. This course is also designed for you to prepare for the CyberSAFE credential. You can obtain your CyberSAFE certificate by completing the CyberSAFE credential process on the CHOICE platform following the course presentation.

Topics:

Lesson 1: Identifying Security Compliance Measures
- Identify Organizational Compliance Requirements and Resources
- Identify Legal Compliance Requirements and Resources

Lesson 2: Recognizing and Addressing Social Engineering Attack
- Recognize Social Engineering Attacks
- Defend Against Social Engineering Attacks

Lesson 3: Securing Devices
- Maintain Physical Security of Devices
- Use Secure Authentication Methods
- Protect Your Data
- Defend Against Malware
- Use Wireless Devices Securely

Lesson 4: Using the Internet Securely
- Browse the Web Safely
- Use Email Securely
- Use Social Networks Securely
- Use Cloud Services Securely
- Work from Remote Locations Securely

Register for this class by visiting us at:
www.tcworkshop.com or calling us at 800-639-3535