

Just for Educators

Security awareness training

**JUST
THE
FACTS**

INFOSEC

1-year program plan

PROGRAM OVERVIEW

Infosec is proud to introduce our newest awareness series: Just the Facts. This twelve-month cybersecurity awareness program provides your educators with the step-by-step guidance they need to keep themselves, their data, and your organization safe from cybercriminals.

The core of this program is our award-winning series of instructional modules. Hosted by cybersecurity expert Keatron Evans and his team, Just the Facts covers the key cybersecurity topics recommended by The National Institute of Standards and Technology (NIST). Each module explores one common threat vector and provides step-by-step instructions on how to recognize and defend against such a threat. These modules are short (around five minutes long), straightforward and concise — giving your team the most efficient and effective training possible.

The program includes twelve training sessions, each containing one live-action module and a five-question assessment based on the module topic. Each session is supported by a dedicated PhishSim template battery (with a unique Education page), a poster and an infographic.

Together, these assets go beyond basic compliance requirements. Our layered approach is designed to engage your team throughout the year, creating lasting cybersecurity behavior change.

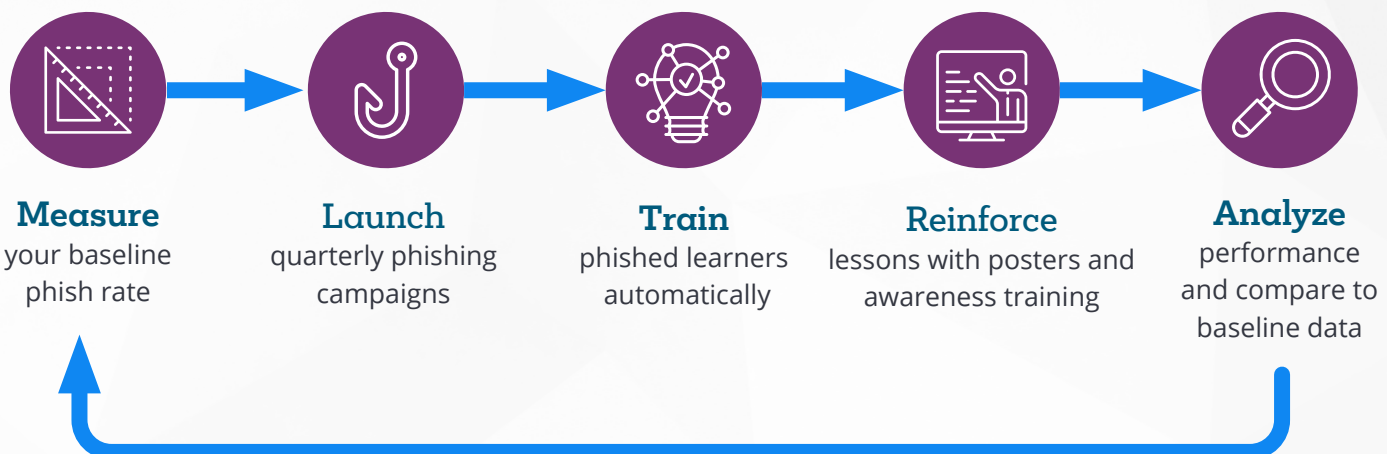
Ongoing education and reinforcement will help build cybersecurity into the culture of your organization.

Accessibility

Ensuring all of your employees can enjoy the same high-quality training is important. That's why Just the Facts modules are built with accessibility in mind. Each module has Closed Captions (CC), an Audio Descriptive Track (ADT), and a downloadable PDF, allowing all employees to enjoy our awareness content in the format that fits them best.

Translations

A global workforce requires a global training solution. That's why all Just the Facts modules and assessments are available in ELEVEN additional languages, including: German, Portuguese (Brazilian), Dutch, Spanish (Latin America), Chinese Traditional, Chinese Simplified, French Canadian, French (EU), Italian, Japanese and Korean. 19 additional languages are available in the caption-only format, as well: Russian, Polish, Vietnamese, Turkish, Romanian, Norwegian, Swedish, Hungarian, Hebrew, Finnish, Czech, Arabic, Indonesian, Thai, Spanish (EU), Hindi, Bengali, Danish and Malay.



WHAT'S INCLUDED



Training campaign



12 live-action training modules and 1 optional compliance module

Assign themed training modules covering the cybersecurity topics recommended by NIST.



13 assessments

Test employee knowledge and lesson retention with assessments for each core cybersecurity topic.

Phishing simulations



29 phishing templates

Watch employee behavior change with phishing templates simulating the topics and attacks covered in the training materials.



12 phishing education pages

Tie anti-phishing training to your awareness campaign with phishing education pages themed to our Just the Facts modules.

Reinforcement tools



11 posters

Hang posters in common areas and high traffic locations to extend your campaign communication offline.



11 infographics

Take a closer look at each cybersecurity topic with topical data and visual examples.



Stakeholder presentation

Notify employees of new training exercises using the same imagery, tone and style as the Just the Facts training modules.

BEFORE YOU GET STARTED

Collect your existing employee-related risk data or measure your baseline metrics before launching your program. This data will serve as your quantitative starting point, allowing you to re-measure the same metrics throughout the course of your training program to quantify success and behavior change.

Baseline metrics may include:

- » Phish rate
- » Email report rate
- » Training completion rates
- » Security incidents
- » Infected devices
- » Lost/stolen devices & security badges
- » Requests blocked via proxy server
- » Security portal traffic
- » Password strength data

Build a PhishSim™ campaign using the Baseline - Blind template battery to measure your organization's phishing susceptibility before launching your program.

(Optional) Present your plan to stakeholders









































































Get buy-in from your organization's leadership with our pre-built Just the Facts stakeholder presentation and slide-by-slide talking points.

Put it all together

The following session structure includes our recommended training content and cadence. Although we recommend running the Just the Facts training program over the course of 12 months, you can adjust the frequency of training, session order and even the contents of the program to meet your organization's needs.



SESSION CONTENT

BASED ON A SCHOOL CALENDAR YEAR	MONTH	SESSION	SESSION ASSETS
	AUG	Optional Compliance Training: Core Concepts: FERPA	 
	AUG/SEPT	Introduction for Educators	   
	SEPT/OCT	Physical Security	     
	OCT	Phishing	     
	NOV	Social Engineering	     
	DEC	Data Privacy	     
	DEC/JAN	Clean Desk Policy	     
	JAN	Malware	     
	FEB	Password Security	     
	FEB/MAR	Mobile Security	     
	MAR	Stick to the Policy	     
	APR	Cloud Security	     
MAY	Social Media	     	



Training module



Assessment



Phishing template



Poster



Infographic



Education page

SESSION CONTENT

August/September: Introduction to cybersecurity awareness training for educators

JUST THE FACTS: INTRODUCTION FOR EDUCATORS

Begin at the beginning with this introduction to cybersecurity concepts and vocabulary. Identify some common cybersecurity threats and learn the behaviors that mitigate those threats.

AwareEd™

Module: Just the Facts: Introduction for Educators (4:58 min)

Assessment: Just the Facts: Introduction for Educators Assessment

PhishSim

Battery: Just the Facts — Introduction

- » Home Depot survey
- » Manager question

Education page: Just the Facts: Introduction

September/October: Physical Security

JUST THE FACTS: PHYSICAL SECURITY

Get the facts on securing your building and your workspace with this module on physical security best practices.

AwareEd™

Module: Just the Facts: Physical Security (3:29 min)

Assessment: Just the Facts: Physical Security Assessment

Downloadable resources

Poster: Just the Facts: Physical Security

Infographic: The Facts About Physical Security

PhishSim

Battery: Just the Facts — Protecting your perimeter

- » Physical Security New Badges
- » Physical Security Building Security
- » Remote antivirus

Education page: Just the Facts: Physical Security

October: Phishing

JUST THE FACTS: PHISHING

Don't get caught by phishers trawling for data. Get the facts on phishing: what it is, how it works and what you can do to avoid it.

AwareEd™

Module: Just the Facts: Phishing (4:07 min)

Assessment: Just the Facts: Phishing Assessment

Downloadable resources

Poster: Just the Facts: Phishing

Infographic: The Facts About Phishing

PhishSim

Battery: Just the Facts — Don't get hooked

- » Proposal
- » Google Meeting

Education page: Just the Facts: Phishing

November: Social Engineering

JUST THE FACTS: SOCIAL ENGINEERING

Some cyber-defenses can be broken without the use of a computer. Explore the details and dangers of social engineering and the tactics that exploit the human element, and get yourself informed with Just the Facts.

AwareEd™

Module: Just the Facts: Social Engineering (4:56 min)

Assessment: Just the Facts: Social Engineering Assessment

Downloadable resources

Poster: Just the Facts: Social Engineering

Infographic: The Facts About Social Engineering

PhishSim

Battery: Just the Facts — Who really sent that email?

- » Hate message
- » Zoom Message

Education page: Just the Facts: Social Engineering

December: Data Privacy

JUST THE FACTS: DATA PRIVACY

Get the facts on data privacy. Find out what data privacy is, how it works... and what happens when it goes wrong!

AwareEd™

Module: Just the Facts: Data Privacy (5:24 min)

Assessment: Just the Facts: Data Privacy Assessment

Downloadable resources

Poster: Just the Facts: Data Privacy

Infographic: The Facts About Data Privacy

PhishSim

Battery: Just the Facts — Break their privacy, break the law

- » W2 electronic consent
- » HIPAA Update

Education page: Just the Facts: Data Privacy

December/January: Clean Desk Policy

JUST THE FACTS: CLEAN DESK POLICY

In cybersecurity, a “clean” desk can still be messy! Learn how to keep your work area secure by locking up papers and stopping attackers from spotting information.

AwareEd™

Module: Just the Facts: Clean Desk Policy (4:14 min)

Assessment: Just the Facts: Clean Desk Policy Assessment

Downloadable resources

Poster: Just the Facts: Clean Desk Policy

Infographic: The Facts About Clean Desk Policy

Other: Clean desk policy checklist

PhishSim

Battery: Just the Facts — Clean Desk Policy

- » Left on printer
- » Sign policy
- » You were caught!

Education page: Just the Facts: Clean Desk Policy

January: Malware

JUST THE FACTS: MALWARE

Get the facts you need on malware: what it is, how it works and what you can do to protect yourself and your organization against it.

AwareEd™

Module: Just the Facts: Malware
(4:07 min)

Assessment: Just the Facts: Malware
Assessment

Downloadable resources

Poster: Just the Facts: Malware
Infographic: The Facts About Malware

PhishSim

Battery: Just the Facts — Outsmarting
Malware

- » Microsoft Security Alert
- » Mastercard Survey
- » Missed Meeting

Education page: Just the Facts: Malware

February: Password Security

JUST THE FACTS: PASSWORD SECURITY

Get to grips with the challenges of password security. Explore password problems and protection tips, and get the facts you need to keep your data secure.

AwareEd™

Module: Just the Facts: Password
Security (4:59 min)

Assessment: Just the Facts: Password
Security Assessment

Downloadable resources

Poster: Just the Facts: Password Security
Infographic: The Facts About Password
Security

PhishSim

Battery: Just the Facts- Avoiding
password pitfalls

- » Twitter Password Reset
- » Chase Password
- » Microsoft Password reset

Education page: Just the Facts:
Password Security

February/March: Mobile Security

JUST THE FACTS: MOBILE SECURITY

Your phone is an office that you carry in your pocket. Get the facts on what it takes to secure, protect and use your phone safely.

AwareEd™

Module: Just the Facts: Mobile Security
(3:50 min)

Assessment: Just the Facts: Mobile
Security Assessment

Downloadable resources

Poster: Just the Facts: Mobile Security
Infographic: The Facts About Mobile
Security

PhishSim

Battery: Just the Facts — Protecting
data on the go

- » Laptop FDE
- » Mobile App

Education page: Just the Facts: Mobile
Security

March: Stick to the Policy

JUST THE FACTS: STICK TO THE POLICY

Why are policies and procedures important? In this module, you'll learn "why" and "how" of policies, and why sticking to the plan is crucial for you, your organization and your customers.

AwareEd™

Module: Just the Facts: Stick to the Policy (3:42 min)

Assessment: Just the Facts: Stick to the Policy Assessment

Downloadable resources

Poster: Just the Facts: Stick to the Policy

Infographic: The Facts About Stick to the Policy

PhishSim

Battery: Just the Facts — Stick to the Policy

- » Target reward
- » Did you see?

Education page: Just the Facts: Stick to the Policy

April: Cloud Security

JUST THE FACTS: CLOUD SECURITY

Cloudy with a chance of malware! Take a minute to explore the cloud: what it is, how it works and the best ways to keep your data safe in the cloud.

AwareEd™

Module: Just the Facts: Cloud Security (4:01 min)

Assessment: Just the Facts: Cloud Security Assessment

Downloadable resources

Poster: Just the Facts: Cloud Security

Infographic: The Facts About Cloud Security

PhishSim

Battery: Just the Facts — Cloud Security

- » iCloud Storage
- » Adobe Cloud Access

Education page: Just the Facts: Cloud Security

May: Social Media Best Practices

JUST THE FACTS: SOCIAL MEDIA BEST PRACTICES

Social media is a new frontier in communication, and a new frontier means new dangers. Take a few minutes to learn about using social media safely.

AwareEd™

Module: Just the Facts: Social Media Best Practices (4:48 min)

Assessment: Just the Facts: Social Media Best Practices Assessment

Downloadable resources

Poster: Just the Facts: Social Media Best Practices

Infographic: The Facts About Social Media Best Practices

PhishSim

Battery: Just the Facts — Social Media Best Practices

- » Twitter — Password Reset
- » I saw this

Education page: Just the Facts: Social Media Best Practices

MEASURING CAMPAIGN SUCCESS

Measure early and often

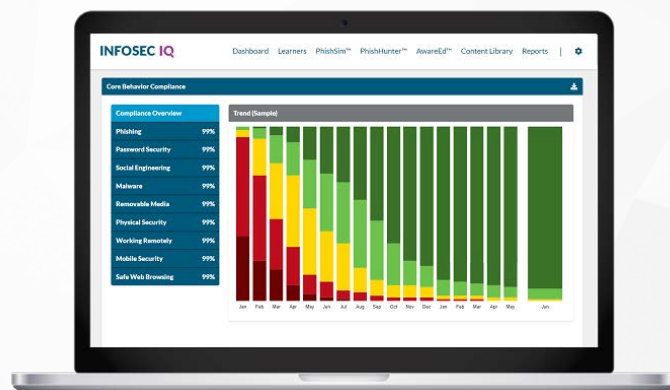
After launching your program, pay close attention to employee engagement, training completion and phishing rates and make training adjustments if necessary. View campaign run reports or reference auto reports to compare results to your baseline measurements and report progress to stakeholders. Use the Infosec IQ dashboard to easily view your training completion rates, compliance score for each cybersecurity topic and phishing performance over time.

Qualitative observations

What feedback did you receive from employees during the campaign? Did you see an increase in cybersecurity discussions with your team or amongst employees? Remember to record these observations. Qualitative data, along with quantitative metrics, can help you be more effective when reporting results to your leadership. Culture change is a reflection of people's attitudes and behaviors, so be sure you're capturing the whole picture to report out and up.

Keep the momentum

This plan was designed to help you run a comprehensive, layered security awareness and anti-phishing program from start to finish, but the job of security awareness and training is never truly complete. Once your program is finished, keep your security awareness momentum going with new security awareness campaigns and training materials.



About Infosec

At Infosec, we believe knowledge is the most powerful tool in the fight against cybercrime. We provide the best certification and skills development training for IT and security professionals, as well as employee security awareness training and phishing simulations. Learn more at infosecinstitute.com.