

7 Key steps to implement security awareness training

Perform a gap analysis assessment

- set up your assessment
- know your employees' vulnerabilities

Review training performance regularly

- view employees' performance
- measure programme effectiveness

Educate people who fail phishing simulations

- provide extra help
- reinforce common signs of cyber fraud



Get buy-in from the top down

- voice out your ideas
- persuade senior management

Schedule regular consistent training

- monthly training
- personalised programme

Deploy periodic phishing simulations

- refresh employees' memory
- provide new knowledge

Implement policy processes

- set up a clear and trailable policy documentation

Security Awareness Training Manual

Tao Wei



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