VerticalStructure

SECURITY TRAINING

A GUIDE FOR NON-TECHNICAL STAFF

DATE

SPRING/SUMMER 2022

COURSE OUTLINE

SIMON WHITTAKER
+44 2890 995 777
HELLO@VERTICALSTRUCTURE.COM

CPD CERTIFIED

The CPD Certification Service

The content of the following has been certified by the
CPD Certification Service
as conforming to
continuing professional development principles

Cyber Security & Social Engineering Awareness
Training Course

VERTICAL STRUCTURE
(015875)

Date:

May 2022

Certificate No:

A035167

VerticalStructure

COURSE GOALS

To provide delegates with the resources and knowledge to speak confidently about security issues which may impact their business.

Each element of the course provides sections for discussion, demonstration, and examples.

VerticalStructure

CYBER SECURITY - AN INTRODUCTION

CONTENTS

VerticalStructure

hello@verticalstructure.com

BASIC SECURITY

Section Outline

To provide delegates with an understanding about issues which organisations may face in the current environment.

This is designed to highlight a number of the major issues which may impact customers and how criminal networks utilise basic flaws to expose larger areas of weakness.

Sections

- Why does security matter?
- Examples of successful compromises
- The frequency and severity of attacks.

VerticalStructure

SOME TECHNICAL BACKGROUND

Section Outline

It is now widely understood that different organisations will use different operating systems and network types to achieve their goals. This section will provide the delegates with a basic understanding of the different types of networks and Operating Systems which may be in use by their clients.

This will assist them with understanding how their clients may be impacted by issues, to de-mystify the technology choices of the clients and enable them to provide some suggestions for improvement.

Examples of different networks

- Small office network
- Cloud focussed organisation
- Distributed organisation with remote workers
- Corporate style network
- What is a VPN and why would a company use one?

Operating Systems

- Windows
- Mac OS (OSX)
- Linux.

Exercise

From the provided examples, understand the types of networks and some of the potential impacts to the customer.

VerticalStructure

hello@verticalstructure.com

MALWARE

Section Outline

To provide delegates with an understanding of what malware is, how it may impact their clients and steps which can be taken to prevent infection.

Sections

- Antivirus – what should all organisations be doing?
- Use of Webroot
- Impact of malware on different operating systems
- Examples of malware infection
- Prevention measures
- Impact of data loss with reference to Data Protection Legislation(GDPR).

Exercise

From the provided example, provide some areas for potential improvement to the client.

CEO & INVOICE RE-DIRECTION FRAUD

Section Outline

To enable delegates to understand the processes used by criminals in frauds of this nature and help clients to respond accordingly.

Sections

- A potted history of this type of fraud
- The sophisticated and focused nature of attacks
- Identification of a fraudulent notification
- Guidance about how to handle these fraudulent mails
- Terminology in use (phishing/whaling/social engineering etc)
- The dangers of sharing passwords between systems.

Exercise

Provide examples of phishing vs genuine emails which should be sorted accordingly.

VerticalStructure

hello@verticalstructure.com

PASSWORDS

Section Outline

To enable delegates to understand how passwords are used and abused and steps that can be taken to improve authentication.

Sections

- Password lists and availability
- http://haveibeenpwned.com
- Why/How are passwords policies enforced?
- Discussion around password change methodology and why regularly changing passwords isn't always the most effective deterrent
- How should you respond if you think you have discovered a threat?

Exercise

- *Without revealing any passwords, consider the amount of passwords*
- *used in an average week*
- *How many passwords are shared between accounts?*
- *How many passwords are the same as used in any of your work accounts?*

VerticalStructure

hello@verticalstructure.com

FIVE TIPS & FAQS

Section Outline

To provide delegates with five actions which every organisation should be taking and to use feedback and questions from the Advantage breakfasts to provide answers to frequently asked questions.

Sections

- Dedicated/airgapped computers for banking purposes
- See something, say something
- Use of passwords
- VPN
- Anti-malware.

VerticalStructure

hello@verticalstructure.com

REVIEW

Section Outline

To provide delegates with a review of the sections covered and reinforce the key messages.

STAY SAFE

VerticalStructure