# THE **SHORTEST** END-USER CYBERSECURITY TRAINING

We know that you're busy: focus on the below tips to instantly improve the cybersecurity of your business.





#### **Use Strong, Unique Passwords:**

Each account should have a different password, ideally generated by a password manager, and changed regularly.



Always opt for MFA where available to add an extra layer of security beyond just a password.





### **Recognize and Report Phishing:**

Learn the signs of phishing emails—such as urgent requests for information, unexpected attachments, or unfamiliar sender addresses—and report them immediately.



Don't provide any personal or company information over the phone unless you've verified the caller's identity and legitimacy.





#### **Use Secure Wi-Fi Networks:**

Avoid unsecured public Wi-Fi for work-related activities. If you must, use a reputable VPN to encrypt your connection.



They could be infected with malware. Only use company-approved storage devices.





### **Secure Your Workstation:**

Lock your screen whenever you step away, even for a moment.



### Be Careful with Social Media:

Think before you post, particularly when it comes to potentially sensitive information about yourself or the company.





### **Avoid Suspicious Downloads:**

Don't download files or applications from untrusted sources, and stay away from suspicious websites.

## **Follow Company Policies:**

Adhere to your company's IT security policies and guidelines, and stay informed about new procedures.







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