**Cyber Security Awareness Training Assessment of Knowledge (Testing)**

Employee Name (Printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_ Date: \_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_

Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_ Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Original Test Score: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Corrected Test Score: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Please complete each question and pick the correct answer.  (Circling the correct letter or the choice between true and false) There is only one correct answer per question.

1. Who is responsible for information/data security?

a) The IT department b) Security contractors

c) Management d) All computer and system users

2. Which of the following is a clue to recognizing a phishing email?

a) Link to unknown website b) Sender's email address not recognized

c) Threats or promises of reward  d) a, b, and c

3. What does MFA stand for?

a) Most Favored Ally b) Multi-Factor Authentication

c) Mechanical Function Automation d) Many-Fingered Athlete

4. When traveling or working away from your main location, what steps should you take to protect your devices and data?

a) Do not connect to "free wi-fi"

b) When connecting to your organization's network, use a VPN program (Virtual Private Network)

c) Make sure no one is reading your password or data over your shoulder

d) a, b and c

5. If you receive a phone call from a stranger asking for information about your invoice payment process, you should:

a) Provide full and complete answers to all questions

b) Take all questions down and send answers via email

c) Answer only questions for which you know the answer for sure

d) Do not answer questions, but take the caller's contact info, and consult your IT department and purchasing department

6. Crucial information about a user or organization can be gained through

a) A phone call b) An email with no attachments

c) A text message d) a, b, and c

7.  True  or  False  -  There is no danger related to clicking on internet links or attachments that come to your email box since the organization’s firewall and virus scan have approved it.

8.  True  or  False  -  The address an email comes from cannot be faked.

9.  True  or  False  -  If you click on a unknown link or attachment in an email and then wonder “what you just clicked”, you should wait five minutes to make sure nothing happens and there is no need to contact the IT department.

10.  True  or  False  -  When disposing of old computers or other electronic devices, emptying the recycle bin or “trash can” and signing out is all that is required.

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**Answer Key**

1. D—All computer and system users are responsible for information and data security.

2.  D – A, B, and C are all clues to recognizing a phishing email. There might only be one clue, or more of these clues.

3.  B —MFA stands for Multi-Factor Authentication, a method that uses at least two ways for a system to determine an allowed user. An example is a password and text code.

4. D—All are steps that should be taken when using a device or network away from your main location.

5. D – Phone calls or emails requesting information about your organization’s payment process should be treated with suspicion. Do not respond unless it is determined that the caller is legitimate.

6. D— A, B, and C are ways cyber criminals try to get information.

7. False—Firewalls and virus protection programs have crucial roles in helping prevent problems, but no system is perfect. If you think there is a potential problem, you should delete and/or report the email.

8. False—Criminals can make email addresses look legitimate.

9. False– If you click on a link in an email and think something is wrong, you should report the issue immediately to your organization’s IT professionals.

10. False– Data can still be on a computer even though you don’t see it. Special applications can erase data. It could necessary to remove a storage device and mechanically shred it with machines designed for the purpose.