

Topic: Viruses and Malware

Date: \_\_\_\_\_

### Trainer Checklist

Task	Date Completed
1. Print Trainee Checklist, fill in employee names.	
2. Review objective and training materials on the viruses and malware web page at <a href="https://sites.google.com/site/kissatisat/topics/virusesmalware">https://sites.google.com/site/kissatisat/topics/virusesmalware</a> .	
3. Choose one or more methods for employees to learn about viruses and malware.	
4. Communicate requirement to employees to complete training.	
5. Verify employees can demonstrate knowledge of how to protect information/systems/networks from damage by viruses, spyware, and other malicious code.	
6. Document employee progress on Trainee Checklist and/or ISA Training Checklist.	