**Training Record – E-Commerce Project**

Name: \_Angela Warner\_\_\_\_\_\_\_\_\_\_ Start Date: \_10/2.2021\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: Admin Assistant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor Details:

Name: \_\_John Smith\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone #: \_\_\_123-245-6789\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_HR\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Training Courses**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course** | **Certification** | **Required for work** | | |
|  |  | **Yes** | **No** | **Date Completed** |
| Phishing and Social Engineering: Virtual Communication Awareness Training |  | **Yes** |  | **10.2.21** |
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**Supervisor Comments:**

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| **Course** | **Comments** |
| Phishing and Social Engineering: Virtual Communication Awareness Training | Users learn to recognize indicators of social engineering and the steps to take when targeted by social engineers. |
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