

Employee Feedback

Feedback & Action Plan for Improving Cyber Hygiene

Hello there!

Firstly, thank you for taking the time to undergo this self-assessment. Recognizing the need for improvement is a crucial first step toward strengthening your cybersecurity practices, and I'm here to help guide you through it.

What You're Doing Well

While there are currently no specific strengths listed, remember this is just the beginning of your journey to better digital security, and progress starts now!

Potential Risks

Let's address some common risks, which include:

- Being susceptible to phishing emails
- Having weak passwords
- Using outdated software, which might make your systems vulnerable

These are all manageable, and you can mitigate these risks with some straightforward steps.

Actionable Plan for Improvement

Immediate Actions (0–30 Days)

- **Stay Vigilant:** Be cautious and think twice before clicking on any links or downloading attachments, especially if they seem unexpected or suspicious. When in doubt, verify the source by contacting the sender through a separate communication channel.
- **Strengthen Your Password Security:** Create strong, unique passwords for each account. Consider using a password manager to help generate and store them securely. Always enable multi-factor authentication (MFA) where possible to add an extra layer of protection.
- **Update and Reboot Regularly:** Ensure all your devices and applications are updated to the latest versions. These updates often include important security patches. Also, make a habit of rebooting your devices regularly to complete these updates and refresh system integrity.

Short-Term Actions (60–90 Days)

- **Engage in Cybersecurity Training:** Participate in training sessions offered by your organization or seek online resources to better understand cybersecurity basics. Knowledge is power, and these sessions will equip you to recognize and mitigate potential threats effectively.
- **Practice Social Engineering Awareness:** Challenge yourself to recognize attempts such as phishing, impersonation, or other social engineering tactics. These exercises can make you more adept at spotting and resisting such attacks.

Your journey toward improved cyber hygiene is just beginning, and every little step you take will contribute to a safer digital environment. Remember, there's no need to rush—consistent small changes can lead to significant improvements over time.

Stay motivated and curious, and reach out if you have any questions or need further assistance. You've got this!

Best regards,

[Your Cybersecurity Advisor]