

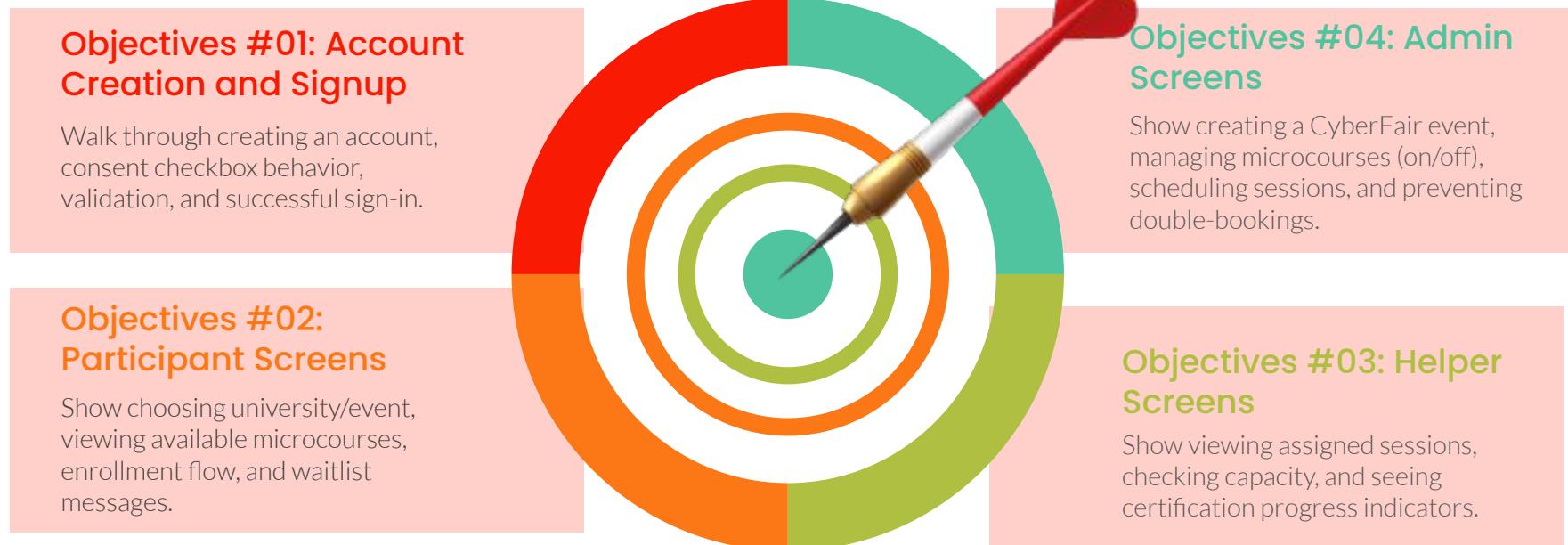


**FIA**

Cybersecurity  
Web Application  
Guide

# Background

This presentation will serve to showcase how the application works and demonstrate all main functionalities.



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Sign Up



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FIA

Account  
Creation &  
Sign Up



## I. Create Account

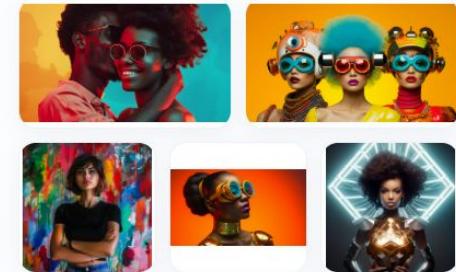
**Navigate to the “Create Account” button at the bottom of the screen and click it to begin creating your account! If you are a University Admin or a Super Admin, you can ignore this as your credentials will already be made available to you. If you are a helper, the University Admin will provide you with credentials.**

Feminine Intelligence Agency

### Welcome to Cybersecurity App For Women!

This Feminine Intelligence Agency (FIA) application is a trauma-informed cybersecurity app that helps women learn practical digital-safety skills through short, mentor-guided “booths.” It pairs clear, bite-sized lessons with supportive community features so users can practice, track progress, and stay safe online

Click with confidence: learn, practice, and stay safe online. We hope you enjoy the application!



**Get started**

Create your account or sign in to continue.

**Create Account**

**Sign In**



## 2. Fill In Details

Fill in first name, last name, email, and a strong password.

Afterwards, consent to FIA's policy for storing account details if you agree. Then, finalize process by clicking "Create Account." You will then be redirected to sign in!

If you are on this screen by accident and already have an account made, click "Already have an account? Sign In."

**FIA Create your Participant account**

Click with confidence—learn, practice, and stay safe online.

**First name**  **Last name**

**Email**

**Password**  **Confirm password**

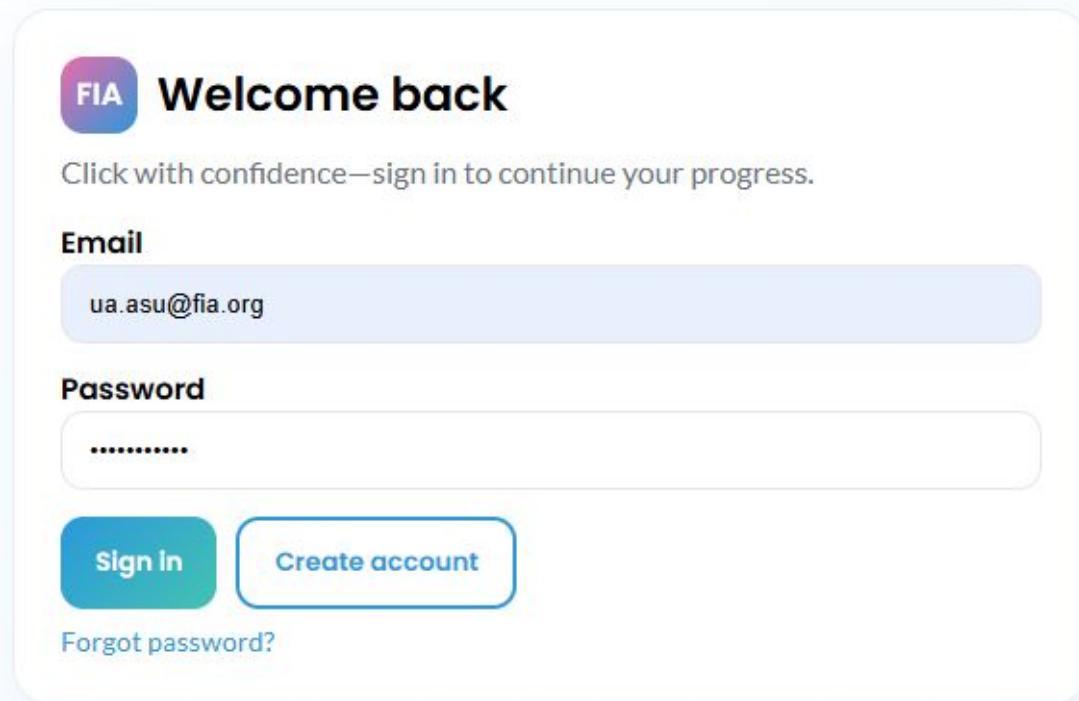
I consent to FIA storing my account details and activity needed for my learning and safety. I understand I can request deletion at any time.

**Create account** Already have an account? Sign in



### 3. Sign In

Enter in your account's email and its corresponding password then press "Sign In." You now have a usable participant account within the system! If you don't have an account and are on this screen, click "Create Account." We will implement functionality for password recovery in future sprints with "Forgot Password?"



The screenshot shows a sign-in form for the FIA system. At the top left is a blue circular logo with the letters "FIA". To its right, the text "Welcome back" is displayed in a large, bold, black font. Below this, a subtext reads "Click with confidence—sign in to continue your progress." The form has two input fields: "Email" containing "ua.asu@fia.org" and "Password" containing a series of dots ("....."). At the bottom are three buttons: a teal "Sign in" button, a white "Create account" button with a blue outline, and a blue "Forgot password?" link.

Current Credentials for All User Types for Testing System:

- 1) Participant: koopmanzachary@gmail.com; T@sha777
- 2) Helper: No Credentials Created Yet
- 3) University Administrator: ua.asu@fia.org; ASU-UA-Temp1!
- 4) Super Administrator: lauren@fia.org; FIA-SuperAdmin-Temp1!



### 3. Account Made

Congratulations! You now have an account within the system and can use our freshly designed cybersecurity peer-to-peer learning functionalities!





FIA

## Participant Screens



# 1. University

This is the current home page for a participant after you sign in. To start using the application, select your appropriate university first from the drop down.

## FIA Choose your Cyberfair

Pick your university and active event to get started.

**University**

-- Select university --

**Active Cyberfair event**

-- Select event --

**Privacy:** Your learning results are private to you and the FIA team. Your university sees only anonymized or aggregated insights—never your personal answers.

[Continue](#) [Back to home](#)

**University**

-- Select university --

-- Select university --

Arizona State University

-- Select event --



## 2. Event

Once you have chosen a university, you can now look for upcoming (and active) cyberfair events. These are where peer helpers take their knowledge and deliver personal cybersecurity information/tips across a wide range of our microcourses. Select the cyberfair event you are interested in from the drop down box to scope in on it.

**FIA Choose your Cyberfair**

Pick your university and active event to get started.

**University**

Arizona State University

**Active Cyberfair event**

-- Select event --

**Privacy:** Your learning results are private to you and the FIA team. Your university sees only anonymized or aggregated insights—never your personal answers.

[Continue](#) [Back to home](#)

Active Cyberfair event

-- Select event --

-- Select event --

- New CyberFair — 2025-10-17
- Event #2 — 2025-10-30
- Event #3 — 2025-11-12





## 3. Quiz

Upon signing in for the first time and choosing your event, you will need to complete the pre-event quiz which will be used to tailor sessions to you later on. You choose one answer per question and click next (you can also go back through questions). You can see your progress in the top bar and your progress is saved each question so you can leave whenever with no penalty.

FIA Cyberfair

### Cybersecurity Check-In

Short, plain-language quiz to tailor your experience. You can exit anytime — your progress is saved.

Question 2 of 41

Who can tag you or see your location tags by default on social platforms?

A Anyone

B Friends

C Only me or tagging/location is disabled

D I am not sure

Your answers are private by default.

Back Next

Link to scoring guide: [Click Here](#)



## 3. Quiz Results

At the end, you will see your results with your cyber score, factors that impacted your score, and some quick wins to improve your security! You can now move onto joining sessions and using the application normally.

### Your Score

Overall Score: 2.8

- Enhancing Social Media Privacy Settings: 5
- Phishing Awareness and Email Security: 0
- Privacy Settings on Popular Apps: 5
- Detecting Spyware Infections on Devices: 4
- Two-Factor Authentication Setup and Management: 0
- Password Management and Security: 2
- Managing Your Digital Footprint: 0
- Recognizing AI-Assisted Manipulation and Deepfakes: 1
- Using VPNs for Secure Browsing: 3
- Safe Use of Public Computers and Wi-Fi: 6
- Identifying Hidden Surveillance Devices (Electronic Scanning): 5
- Safe Online Banking Practices: 0
- Recognizing Malicious Mobile Apps: 4
- Verifying Online Identities and Combating Catfishing: 7
- Securing Home Wi-Fi Networks: 0

#### Top 3 factors

- Verifying Online Identities and Combating Catfishing: Accepting unknowns without checks invites scams/abuse.
- Safe Use of Public Computers and Wi-Fi: Shared machines and open Wi-Fi leak credentials/data.
- Enhancing Social Media Privacy Settings: Open profiles, tagging, and location visibility increase exposure.

#### Quick wins

- Reverse-image search and cross-check handles before engaging.
- Avoid sensitive logins; if needed use private windows and sign out.
- Set profiles to friends-only; disable location and public tagging.

#### Sharing (optional)

Share my results with my assigned Helper for tailored support

You can revoke sharing anytime from your home screen widget.

[Save & Go to My Home](#)



## 4. Score

Once you have scoped into a university and taken the pre-event assessment, the first component you will see is your cybersecurity score. It is organized per module and also gives a total score. It's a "risk/need" score per topic: 0 = very strong/low-risk, 1–3 = minor gaps, 4–6 = moderate risk (needs attention), 7–8 = high risk (priority to fix soon), 9–10 = critical risk (fix first). We will implement helper sharing in next sprint!

### Cybersecurity Score

23

Your overall and module scores range from 0–10. Higher numbers mean a higher priority for help in that area (you'll see those first in your plan). Lower numbers mean you're relatively covered and can be scheduled later.

Private to you by default. Share with your Helper only if you want targeted help.

Enhancing Social Media Privacy Settings	8.0	Phishing Awareness and Email Security	0.0	Privacy Settings on Popular Apps	0.0	Detecting Spyware Infections on Devices	0.0
Two-Factor Authentication Setup and Management	4.0	Password Management and Security	5.0	Managing Your Digital Footprint	2.0	Recognizing AI-Assisted Manipulation and Deepfakes	3.0
Using VPNs for Secure Browsing	1.0	Safe Use of Public Computers and Wi-Fi	4.0	Identifying Hidden Surveillance Devices (Electronic Scanning)	0.0	Safe Online Banking Practices	1.0
Recognizing Malicious Mobile Apps	0.0	Verifying Online Identities and Combating Catfishing	6.0	Securing Home Wi-Fi Networks	0.0		

Share with my Helper

Update



## 5. View Sessions

On the screen near the bottom, you can view all available sessions including their helper name, seats remaining, and a time. You can enroll in any session you want if it has an Enroll button at the bottom.

Available Sessions [Highlight Alternatives](#)

Session Title	Helper	Seats remaining	Time	Action
Lock Down Your Phone	Tracy	3 (3)	Tue, Nov 4 • 7:00 PM	<a href="#">Enroll</a>
Lock Down Your Phone	Morgan	5 (5)	Tue, Nov 4 • 7:10 PM	<a href="#">Enroll</a>
Enhancing Social Media Privacy Settings	Zach	1 (1)	Tue, Nov 4 • 8:05 PM	<a href="#">Enroll</a>



## 6. Enroll Success

Once you enroll in a session, you will see the follow success screen. It shows you all session details, and allows you to download a .ics file which can be used to update your calendar of choice (example shown on right is through Outlook). From here, you can return to the event page with Back to Home where it will add the session to a new section called My Sessions.

**FIA** Enrollment confirmed  
You're all set. We've saved your spot and prepared a calendar file.

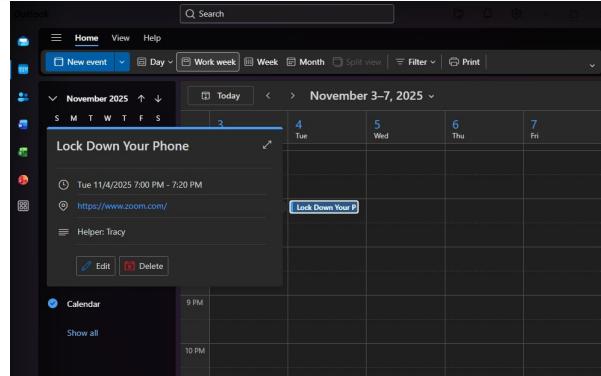
Course	Lock Down Your Phone
When	Tue, Nov 4 • 7:00 PM – 7:20 PM (US Mountain Standard Time)
Location	<a href="https://www.zoom.com/">https://www.zoom.com/</a>
Helper	Tracy

**Next step**

**Download .ics** (button circled in red)

**Back to Home**

Tip: If the time looks off in your calendar, check your device time zone and ensure it's set to update automatically.





## 7. My Sessions

Here, you can see the session in My Sessions and you can join the session with the Join Room hyperlink when the time comes. It also shows your current status and allows you to unenroll if you no longer want to join the session.

**NOTE:** Mark as Complete is temporary and is used for testing purposes for right now.

**My Sessions**

**Lock Down Your Phone**

Helper Tracy

Time Tue, Nov 4 • 7:00 PM  
Room [Join Room](#)

Status

[Mark as Complete](#)

**Unenroll**



## 8. Filters

Above the session cards, you can find the filters section. Here, you can filter using time ranges, tags, and a search feature (can be used to type in course name, helper, key words like phishing the user wants to see, etc.). Upon clicking Apply, it will update the Available Sessions section. You can also clear the filter using Clear.

Filter sessions

From  To

Tags  mobile  new  privacy  social-media  ta  test

Search   
Tip: type a few letters (e.g., "phish", "Zoom", or a helper's name)

Apply  Clear

Filter sessions

From  To

Tags  mobile  new  privacy  social-media  ta  test

Search   
Tip: type a few letters (e.g., "phish", "Zoom", or a helper's name)

Apply  Clear

*Example filter for sessions from 8:00 pm to 11:59 pm on November 4th. Result shown on next slide*



## 9. Filter Result

Upon using the filter shown on the last slide, only this card is shown now in Available Sessions as this is the only session after 8:00 pm on November 4th currently in this example event. Once again, use the Clear button in the filter section if you want to get rid of this search and see all sessions as normal.

Available Sessions [Highlight Alternatives](#) ▾

**Enhancing Social Media Privacy Settings**

Helper • Zach

Seats remaining 1 (1)

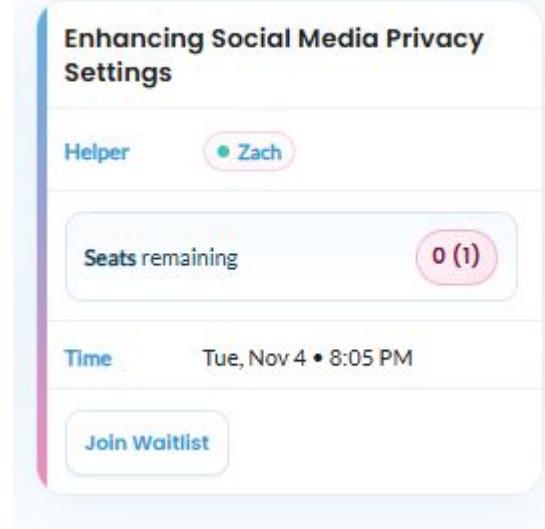
Time Tue, Nov 4 • 8:05 PM

**Enroll**

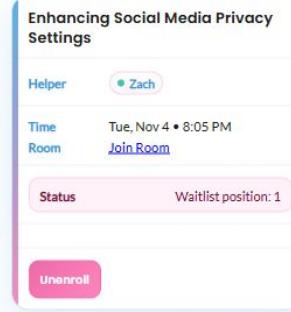


## 10. Waitlist

There may be a case where there is a session you want to join but there are no remaining seats available. In this case there is no Enroll button, but there is a Join Waitlist button which will place you in a waitlist for the session which atomically updates when users unenroll or complete the session. Clicking Join Waitlist puts the card in My Sessions as well where you can see your position.



### My Sessions





## 11. Prereqs

In some cases, admins will set that certain courses require prerequisite courses to be completed first. If this is the case, the card will note the issue and the course(s) needed to be completed first to enroll or join waitlist. It also discusses using the Highlight Alternatives button which is shown on the next slide. Upon completing one session in the specific prereq course, it will unblock the blocked course!

### Enhancing Social Media Privacy Settings

Helper • Zach

Seats remaining 0 (1)

Prerequisite needed. You can't join this yet. First complete: *Lock Down Your Phone*. Use **Highlight Alternatives** to quickly find sessions that unlock this.

Time Tue, Nov 4 • 8:05 PM



## 12. Alternatives

Clicking the Highlight Alternatives button next to Available Sessions will put a blue glow around the prerequisite courses to make it clear which courses you need to complete. Additionally, you can use the drop down menu next to the Highlight Alternatives button and highlight specific prereq courses to be highlighted. Either way will add the blue glow to the courses.

The screenshot shows the 'Available Sessions' section of a learning platform. There are three course cards:

- Lock Down Your Phone**: Helper is Tracy. Seats remaining: 3 (3). Time: Tue, Nov 4 • 7:00 PM. Enroll button.
- Lock Down Your Phone**: Helper is Morgan. Seats remaining: 5 (5). Time: Tue, Nov 4 • 7:10 PM. Enroll button.
- Enhancing Social Media Privacy Settings**: Helper is Zach. Seats remaining: 0 (1). A pink callout box states: "Prerequisite needed. You can't join this yet. First complete: Lock Down Your Phone. Use Highlight Alternatives to quickly find sessions that unlock this." Time: Tue, Nov 4 • 8:05 PM.

OR

Show alternatives for...

Lock Down Your Phone

**Highlight**

**Highlight All**

**Clear**



## 13. Top Panel

At the top of the event screen, you can see your current university and event. In addition, you can change event with the Change Event button which takes you back to the original selection screen or you can even Sign Out as well to log out of your account and be brought back to the home screen.

The screenshot shows the top navigation bar of a Cyberfair application. On the left is a purple circular icon with the letters 'FIA'. To its right is the text 'Your Cyberfair'. Below this, there are two blue rounded rectangular buttons: 'University: Arizona State University' and 'Event: Slide Deck Photos Test'. To the right of these buttons are two pink rounded rectangular buttons: 'Change event' and 'Sign out'.



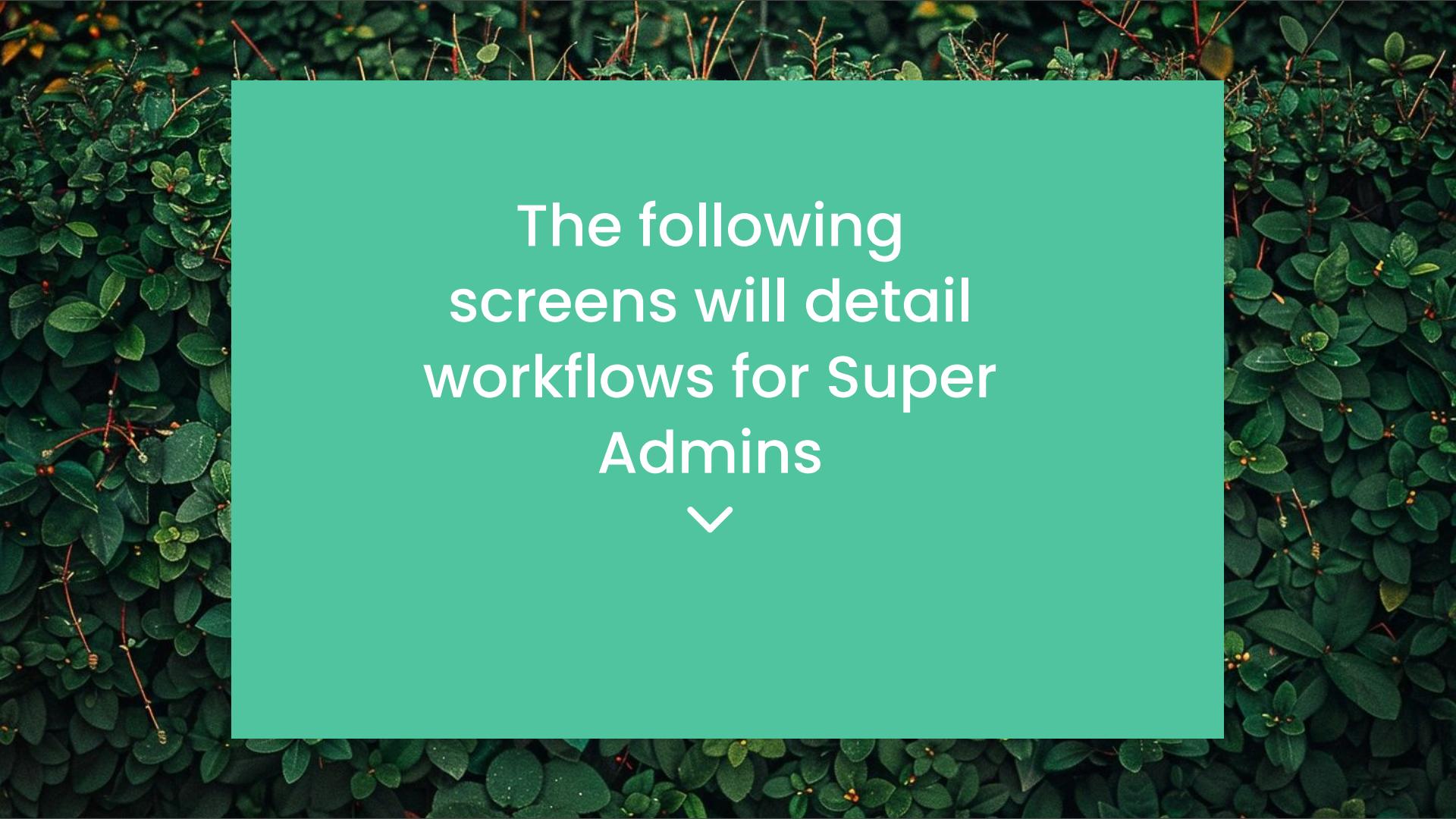
FIA

Helper  
Screens  
(In Progress)



FIA

# Admin Screens



The following screens will detail workflows for Super Admins



# Super Admin



## 1. Micro Courses

As the super admin, you have the ability to add in new micro courses that university admins can choose to include in their cyberfair events. The home page presents you with a form to add a new one with a title, duration, summary, external links, a status (use publish to make visible or draft to hide for now), and any certification metrics needed for helpers to be able to teach the micro course. Save when done!

 Super Admin Home  
Welcome, lauren@fia.org.

[Sign out](#)

**Add a new microcourse**  
Consistent fields help University Admins understand and adopt content quickly.

**Title**  **Duration**

**Summary**

**External link (slides / video / PDF)**

**Tags (comma-separated)**  **Status**

**Certification rules required (multi-select)**  **Quiz (1)**

Selected rules become prerequisites users must satisfy to complete this microcourse.

**Save microcourse**  **Clear**

# Super Admin



## 2. Find Rules

As the super admin, you also have the ability to add certification rules for micro courses. Find the edit page in the Certification Rules section right under where you add micro courses. Add new rules by clicking “Open Certification Rules.”

### Certification rules

Create, edit, and set prerequisites for certification requirements.

[Open Certification Rules](#)

# Super Admin



## 3. Edit Certification

On this page, Super Admins can add in certification rules that peer helpers will need to complete before being certified to teach a micro course session in a cyber fair event. You can set a passing quiz score percentage, specify aspects like minimum sessions taught, and add prerequisite rules. We will soon link this up to a tracking system where progress will be tracked towards these metrics for peer helpers!

### Add / Edit Rule

**Rule ID (unique, stable)**  
2

**Name**  
Phishing Awareness

**Description**  
Rules needed for Phishing Awareness Certification for peer helpers

Pass score %	Min sessions taught
80	3
Expiry (days)	Max attempts (0=∞)
365	3
Retake cooldown (days)	Evidence type
1	quiz   mentor approval

**Prerequisite rules (multi-select)**

Quiz (1)

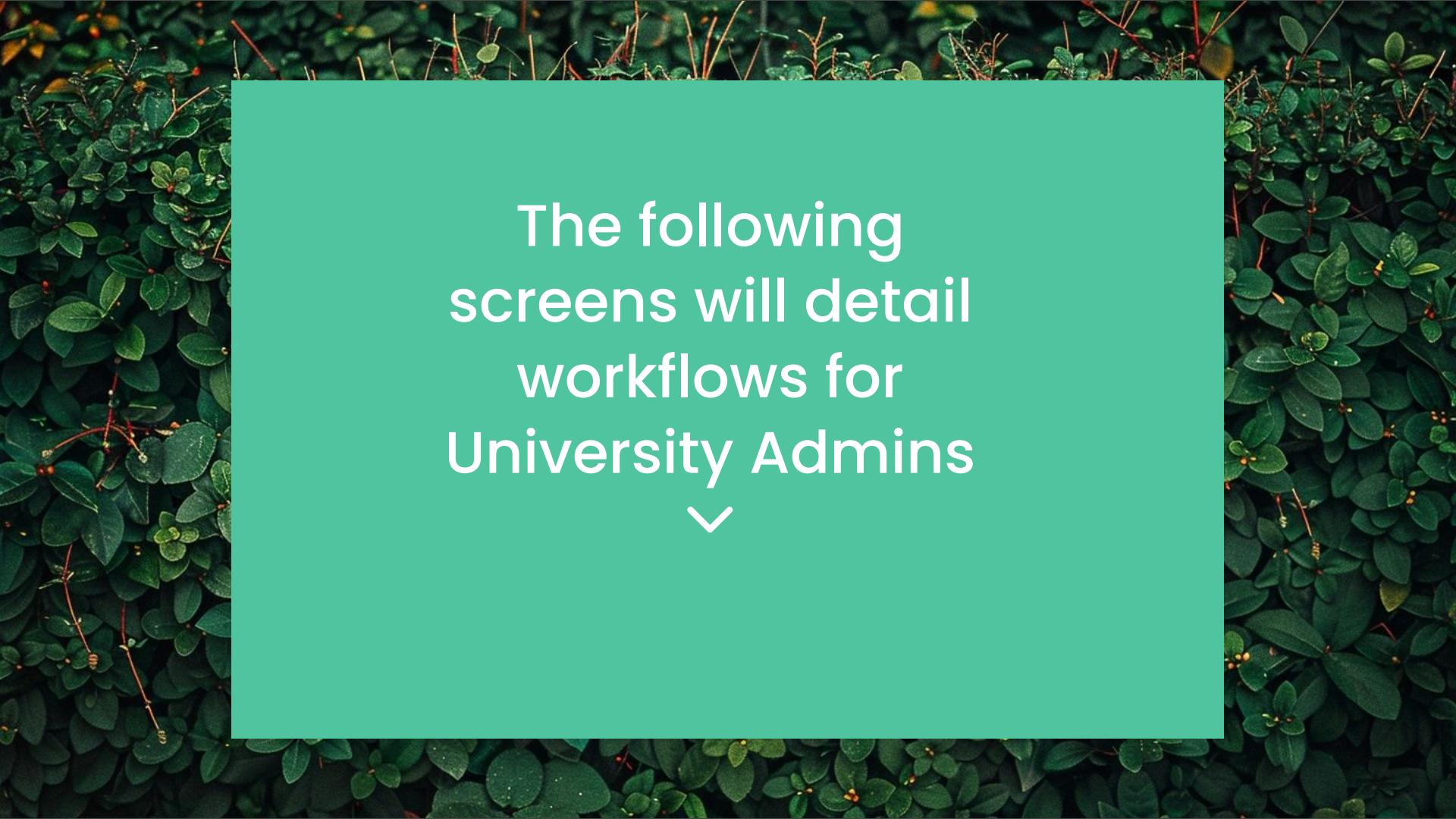
Tip: a rule cannot depend on itself

[Save rule](#)
Clear
Delete

### Existing rules

ID	Name	Pass	Min Sessions	Actions
1	Quiz	80%	0	<a href="#">Edit</a>

Use the “Edit” button to change an existing rule. It will automatically fill in the form fields on the left and allow you to make/save/delete any changes you want.



The following  
screens will detail  
workflows for  
University Admins



# University Admin



## 1. Create Cyberfair

This is the home page for university admins. The first thing you can do is create cyberfair events for your university that will host micro course sessions taught by peer helpers. To add a new cyberfair event, use the following form to fill in event info then save the event. This will make the event visible to peer helpers and participants.

FIA University Admin Home  
Welcome, ua.asu@fia.org.

[Sign out](#)

Create a new Cyberfair event

This event will host your selected microcourses.

University

Arizona State University

Event date      Event name

mm/dd/yyyy      e.g., Fall Cyberfair 2025

Description

Brief description for participants and helpers...

**Create event**      Clear

# University Admin



## 2. Manage Cyberfair

Beneath the form for creating a cyberfair event, you can also manage upcoming and active events. Click on the “Manage” hyperlink for whichever event you want to view to be sent to the management page.

### Your events

Manage existing Cyberfairs linked to your university.

Name	Date	Status	Actions
New CyberFair	2025-10-17	Draft	<a href="#">Manage</a>
Event #2	2025-10-30	Draft	<a href="#">Manage</a>
Event #3	2025-11-12	Draft	<a href="#">Manage</a>
Event Demonstration	2025-10-24	Draft	<a href="#">Manage</a>

# University Admin



## 3. Manage Cyberfair (Continued)

The first form of the event management page allows you to select which micro courses you want to appear for helpers and participants in the event. Use the checkbox next to the current catalog of micro courses (created by Super Admin) to select events and save when you checked off the events you want!

**Manage Event: Event Demonstration**

FIA University: Arizona State University Date: 2025-10-24 Status: Draft

### Microcourses available

Published microcourses you can include in this event. Toggle visibility per course.

Title	Tags	Duration	Visible in event?
Lock Down Your Phone	mobile, privacy	10 min	<input checked="" type="checkbox"/>
Phishing Awareness	new, test	30 Min	<input checked="" type="checkbox"/>
test 3		30 Min	<input checked="" type="checkbox"/>

**Save visibility**

# University Admin



## 4. Manage Cyberfair (Continued)

Beneath where you select micro course visibility, you can add in sessions for your event where peer helpers will teach the micro courses you added to your event. Use the course dropdown box to select the appropriate micro course, then schedule the session's start/end times, assign a peer helper, and optionally add a room link or max amount of participants. You can also view a list of the current sessions in the "Scheduled Sessions" section to ensure you don't double book a helper.

### Schedule a microcourse session

Only the same helper at overlapping times is blocked. Different helpers can run in parallel.

Course Lock Down Your Phone

Start

mm/dd/yyyy --::--

End

Helper

e.g., Tracy Nguyen

Room (optional)

Max participants (optional)

e.g., MU 201

e.g., 25

Add session

### Scheduled sessions

Course	Start	End	Room	Helper	Capacity
Lock Down Your Phone	2025-10-27 12:25	2025-10-27 12:55	<a href="https://classroom.google.com/c/ODEyMzAzMTg1NjU1">https://classroom.google.com/c/ODEyMzAzMTg1NjU1</a>	Tracy	5
Phishing Awareness	2025-10-28 14:30	2025-10-28 15:00	<a href="https://classroom.google.com/c/ODEyMzAzMTg1NjU1">https://classroom.google.com/c/ODEyMzAzMTg1NjU1</a>	Morgan	3

### IMPORTANT NOTE:

Add session

Helper **Tracy** is already booked from 2025-10-27 12:25 to 12:55.

If a new session's start/end time overlap with an existing session, you get this message. Choose a different time!