Dear Colleagues,

We are excited to announce our district-wide Cyber Security Awareness Training program that begins today, we HIGHLY RECOMMEND you participate in this fantastic program. You will receive an email invite to access your personalized portal to track your progress and training materials. This fun and engaging online course will provide you with the relevant knowledge about cyber security trends and how to protect yourself from threats.

The email will come from "do-not-reply@training@knowbe4.com." with Subject: "**You've been enrolled in training".** This email will contain link to your portal to start your training.

The link contains quick guide on using the KnowBe4 personal portal:
https://support.knowbe4.com/hc/en-us/articles/360000159887

After the initial enrollment, there will be an ongoing monthly regiment of training materials shared with you in your portal that we strongly encourage you to review.

If you have any questions or concerns about the course, please contact IT Service Desk (phone: 714.438.8111, email: itservicedesk@cccd.edu).
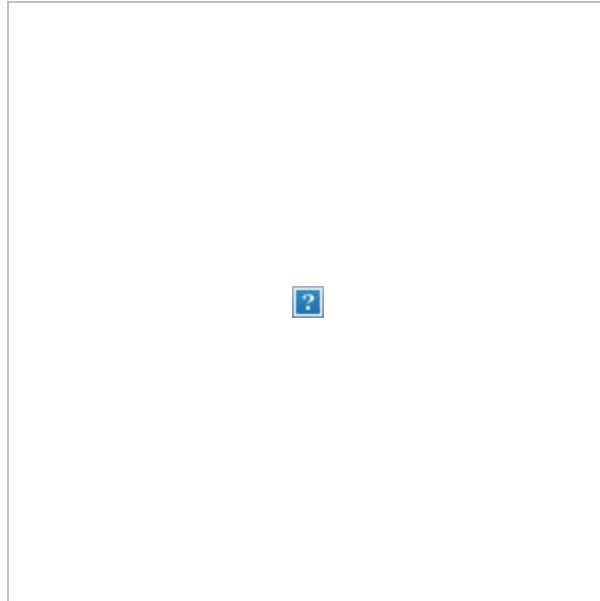
Best regards,

Information Technology Services
Coast Community College District

Coast Colleges

From: KnowBe4
To:
Subject: You"ve been enrolled in training
Date: Monday, May 15, 2023 4:09:06 PM

Dear

We are excited to invite you to complete the **Cyber Security Awareness Foundations**.

This training program is designed to provide a comprehensive understanding of security best practices and how to apply them in the workplace. While you may already understand many topics covered in this training, it's essential to periodically refresh your knowledge and skills to stay up-to-date with the constantly evolving cybersecurity landscape. We believe this training will help you to do just that, and we hope you will join us in sharpening our security awareness.

We understand that you have a lot of responsibilities and commitments, but we assure you that this training will be a valuable investment in your personal and professional development. Not only will it benefit you by enhancing your knowledge and skills, but it will also contribute to the overall success and effectiveness of the District.

Please complete this training by **June 15, 2023**.

The assignments you've been enrolled in are displayed below:

- **Security Awareness Foundations**

- **Using the Phish Alert Button - Report Suspicious Emails using Microsoft 365**

- **Using the Phish Alert Button - Report Suspicious Emails Using Microsoft Outlook**

Please use this link to start your training:
https://training.knowbe4.com/auth/saml/dba42e93a58a9

If you need assistance with starting or completing your training, copy and paste the below link into your browser to watch a short instructional video:
Getting Started with KnowBe4 Training: https://support.knowbe4.com/hc/en-us/articles/360000159887

Sincerely,
IT Security Operations Team
Coast Community College District