

Topic: Social Engineering

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

### Trainer Checklist

| Task   | Date Completed |
|--|----------------|
| 1. Print Trainee Checklist, fill in employee names.  |                |
| 2. Review objective and training materials on the social engineering web page at <a href="https://sites.google.com/site/kissatisat/topics/socialengineering">https://sites.google.com/site/kissatisat/topics/socialengineering</a> . |                |
| 3. Choose one or more methods for employees to learn about social engineering.   |                |
| 4. Communicate requirement to employees to complete training.  |                |
| 5. Verify employees know to provide information only to authorized individuals and can recognize the signs of a social engineering attempt.  |                |
| 6. Document employee progress on Trainee Checklist and/or ISA Training Checklist.  |                |