

88635094049834 95.9 3 4559 80180517
556179597644524
556179597644524
556179597644524
556179597644524
556179597644524
556179597644524
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
556179597694419
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
55617959769462
556179597694

Booklet:

Cyber Security Awareness Guide for Citizens
- Protecting Yourself Online

A part of the ISALIP Seeding Materials







This document was produced as part of the Erasmus+ project.

"Information Security Awareness, Literacy and Privacy – ISALIP"

Project Partners:



Betriebswirtschaftliches
Forschungszentrum für Fragen der
mittelständischen Wirtschaft e. V. an der
Universität Bayreuth
(Business Research Center for Small
and Medium-Sized Enterprises e. V. at
the University of Bayreuth),
Germany

https://www.bfm-bayreuth.de

eCampus-Lausitz e. V., Germany https://www.ecampus-lausitz.de





MYKOLO ROMERIO UNIVERSITETAS, Lithuania https://www.mruni.eu

This document is licensed under CC BY-SA 4.0.

This document was produced as part of the ERASMUS+ project "Information Security Awareness, Literacy and Privacy – ISALIP", Project ID: 2021-2-DE02-KA210-ADU-000051308

Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA). Neither the European Union nor EACEA can be held responsible for them.





1 Introduction

This output document was developed in the ERASMUS+ project ISALIP ("Information Security Awareness, Literacy and Privacy") as part of the ISALIP Seeding Materials and is intended to give a practical tool for SME in the field of information security.

As a result of numerous project activities - such as lead user workshops, expert interviews and piloting with SMEs - the ISALIP project team realised that the professional competence of employees in the field of cyber security is closely linked to their awareness of cyber security. This awareness naturally also relates to employees' private lives. A central question is therefore: How do I move securely in cyber space?

The ISALIP Seeding Materials include a curriculum for the creation of comprehensive teaching materials on cyber security in SMEs (i.e. working-based teaching material) and the formulation of 20 "rules" for the creation of easily accessible teaching materials on cyber security from existing working-based teaching material (target group: citizens and private environment). The following "Booklet: Cyber Security Awareness Guide for Citizens - Protecting Yourself Online" is intended to provide further practical assistance. The basic topics of cyber security are presented in a structured manner and, above all, simple methods for staying secure online and in cyberspace are introduced.

The booklet thus forms the basis for future projects on cyber security awareness raising in the context of adult education.





2 Booklet: Cyber Security Awareness Guide for Citizens- Protecting Yourself Online

[Cover Page]

Title: Cybersecurity Awareness Guide for Citizens

Subtitle: **Protecting Yourself Online**

[Table of Contents]

1. Introduction to Cybersecurity Awareness

- Why Cybersecurity Matters
- Your Role in Cybersecurity

2. Password Management

- Creating Strong Passwords
- Using Password Managers
- Two-Factor Authentication (2FA)

3. Email and Phishing Awareness

- Identifying Phishing Emails
- Safe Email Practices
- Reporting Suspicious Emails

4. Safe Browsing Habits

- Secure Web Browsing
- Avoiding Suspicious Websites
- Recognizing Phishing Attempts





5. Software Updates

- Importance of Updates
- Updating Operating Systems and Software
- Antivirus Software

6. Social Media and Data Privacy

- Protecting Your Social Media Accounts
- Privacy Settings
- Being Cautious with Personal Information

7. Wi-Fi Security

- Risks of Public Wi-Fi
- Using VPNs
- Securing Your Home Wi-Fi Network

8. Mobile Device Security

- Smartphone and Tablet Security
- App Safety
- Data Backup

9. Reporting Cyber Incidents

- How to Report Incidents
- Reporting Suspicious Activities

10. Cyberbullying and Online Etiquette

- Understanding Cyberbullying
- Being a Responsible Online Citizen





11. Family and Child Safety

- Protecting Children Online
- Setting Parental Controls
- Monitoring Online Activities

12. Resources and Further Reading

- Where to Find Additional Information
- Useful Online Tools and Services

13. Conclusion

- Final Thoughts on Cybersecurity Awareness

[Back Cover]

We thank the co-authors from:

BF/M-Bayreuth
eCampus-Lausitz
Mykolas Romeris University

Information Security Awareness, Literacy and Privacy - ISALIP Co-funded by the European Union





