



**Lunch 'n Learn
with Sec-Tec**





Lunch 'n Learn: helping to develop a security culture

Whilst members of staff may seem to accept the requirement to work within a security culture, many do not truly understand the need for this, often assuming, incorrectly, that security is someone else's problem. It's clear that the effectiveness of an organisation's information security efforts can be seriously undermined if all users are not educated about the very real dangers of not adhering rigorously to the correct procedures and are not motivated to do so.

End-user security awareness training

Sec-Tec's Lunch 'n Learn seminars are both cost-effective and stimulating. Everyone who attends is made aware both of the reasons for having a security policy in the first place and of the safe practices and procedures that support it. The audience is kept engaged via highly visual and thought-provoking demonstrations of real-world issues which reinforce key learning points and also help to enhance retention of information.

And all this for an extremely modest investment per head.

Flexibility

Any impact on business operations is kept to a minimum as the seminar is designed to be delivered during a lunch break, usually at the client's premises. To cater for large numbers, multiple sessions may be run during the course of the day or the audience can simply be enlarged, the only limit being the space available.

A number of leading organisations have found Lunch 'n Learn to be an extremely beneficial part of their Information Assurance strategy.

Course content

The flexible nature of the content, format and even the delivery of the seminars means that they are usually heavily tailored to suit a client's requirements. As a general guide, previous courses have included topics such as:

- Why Security?
- The Security Policy
- Email Security and Acceptable Usage
- Threats from the World Wide Web and Usage Policy
- Laptops: Use and Abuse
- Physical Security
- Legal Obligations and Implications
- Social Engineering, Guests and Visitors

Benefits

- High Return on Investment – a modest outlay coupled with a significant enhancement of security
- Minimum Impact on Business Operations – on-site delivery over lunch
- Rapid Deployment – suitable for large audiences/multiple sessions per day
- Flexible – heavily customised to client's requirements

FAQs

How many delegates can participate in Lunch 'n Learn?

Due to the lunchtime format of Lunch 'n Learn, large numbers of delegates can easily be accommodated with the minimum impact to business. Sec-Tec have presented Lunch 'n Learn to between 30 and 300 delegates at a time, staggering multiple presentations where necessary.

What about course content?

Sec-Tec has a wealth of off-the-shelf content that can be easily adapted into the Lunch 'n Learn format. Most clients prefer a bespoke syllabus, designed to fit around the organisation's security policy. Sec-Tec will always work with a client to produce the most effective course within the allotted duration of the course.

For whom within the organisation is the course designed?

Sec-Tec deliberately designed Lunch 'n Learn to provide meaningful guidance to as diverse an audience as possible. Some of Sec-Tec's clients have even placed contract cleaning and security staff through Lunch 'n Learn in order to ensure that best practice is being adopted throughout the organisation.

Is Lunch 'n Learn designed as a one-off event?

As with any awareness exercise, repeat presentations provide the most effective solution and many clients therefore choose to repeat the exercise on an annual basis, introducing it to new staff members whenever appropriate.

Who will be making the presentations?

Sec-Tec are careful to use only consultants who are highly-experienced at presenting technical content in a straightforward, easy-to-understand format. A typical presenter will have no less than three years' presentation experience, and will have completed numerous presenter courses.

Where is Lunch 'n Learn held?

Sec-Tec find that the most effective presentation format is on-site. However, Sec-Tec's offices can accommodate groups of up to 100 delegates at a time if on-site courses are not practical.

What about catering arrangements?

Sec-Tec have a team of highly-skilled caterers, but are equally happy to work with the client's preferred suppliers, if required to do so.

How long is a typical Lunch 'n Learn seminar?

Sec-Tec aim to keep the duration of each presentation to approximately one hour, unless otherwise instructed by the client.





www.sec-tec.co.uk



Tel: +44 (0) 20 8317 7962
Fax: +44 (0) 20 8317 8051
Email: info@sec-tec.co.uk
Web: www.sec-tec.co.uk

