

# TOP 10 STEPS FOR BUILDING A

## CYBER-SMART TEAM

### 1 TRAIN YOUR TEAM

Engage them in interactive cybersecurity sessions.

### 2 ENCOURAGE OPEN COMMUNICATION

Make cybersecurity a regular discussion topic.

### 3 LEAD BY EXAMPLE

Demonstrate your commitment to cybersecurity.

### 4 ESTABLISH CLEAR GUIDELINES

Develop accessible security policies & highlight best practices.

### 5 RECOGNIZE GOOD PRACTICES

Reward employees who contribute to cybersecurity.

### 6 MAKE IT PERSONAL

Explain to your employees how cybersecurity protects your firm & their personal information.

*It's a myth that cybersecurity is just the IT department's responsibility. Every employee plays a crucial role in protecting your firm. Here are the top ten steps to build a cyber-smart team:*



*We are a Cyber Smart Team!*

### 7 TEST YOUR READINESS

Conduct regular phishing simulations.

### 8 ENCOURAGE EMPLOYEES TO SPEAK UP

Make reporting activities easy & safe.

### 9 HELP EACH EMPLOYEE OWN THEIR ROLE

Provide tailored training for each employee.

### 10 UNITE YOUR TEAM

Emphasize shared responsibility for cybersecurity.

## NEED HELP?

Contact us [inquiries@pacetechnical.com](mailto:inquiries@pacetechnical.com) to build a cyber-smart team and fortify your law firm's defenses.