

Paperwork Reduction Act Burden Disclosure Statement

This data is being collected to gather feedback and test knowledge of attendees for their understanding of the topic during the training session. The data you supply will be used for understanding where more training is needed and how to shape the content for future training sessions. The data will be collected through Menti, which is an online tool that is free for users and easy to use. This tool is also interactive, which is one of the goals of the training team to spark discussion and engagement with the content presented in the training.

Public reporting burden for this collection of information is estimated to average 1 minute per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of the Chief Information Officer, Enterprise Policy Development & Implementation Office, IM-22, Information Collection Management Program (1910-5160), U.S. Department of Energy, 1000 Independence Ave SW, Washington, DC 20585; and to the Office of Management and Budget (OMB), OIRA, Paperwork Reduction Project (1910-5160), Washington, DC 20503.

Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB control number.

Submission of this data is voluntary.

Polling: Mentimeter



Set-Up Instructions:

1. Open your preferred web browser on your workstation or mobile phone.
2. Go to Menti.com.
3. Enter code.



Tips for Participating in Activities:

- Keep Menti open in the background for quick access.
- Adjust your screen to view both Teams & Menti (on workstation).
- Follow Menti prompts to participate!



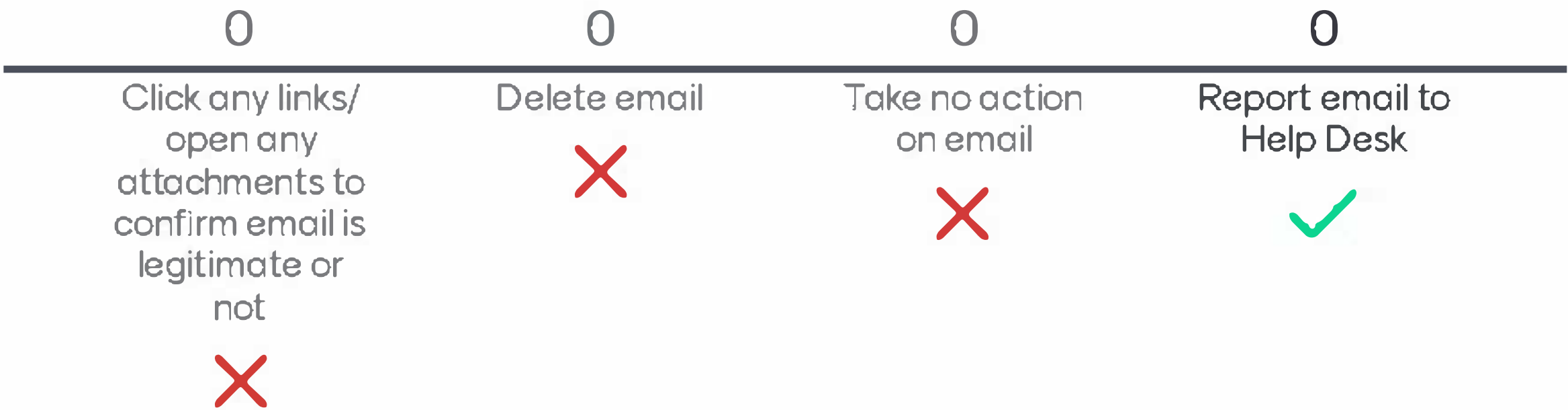
**Do not enter
any PII
(ex: full
name).**

Need Assistance?



Use Teams Chat to send a direct message to the CSAT Team!

What should you do when you get an email that looks phishy?



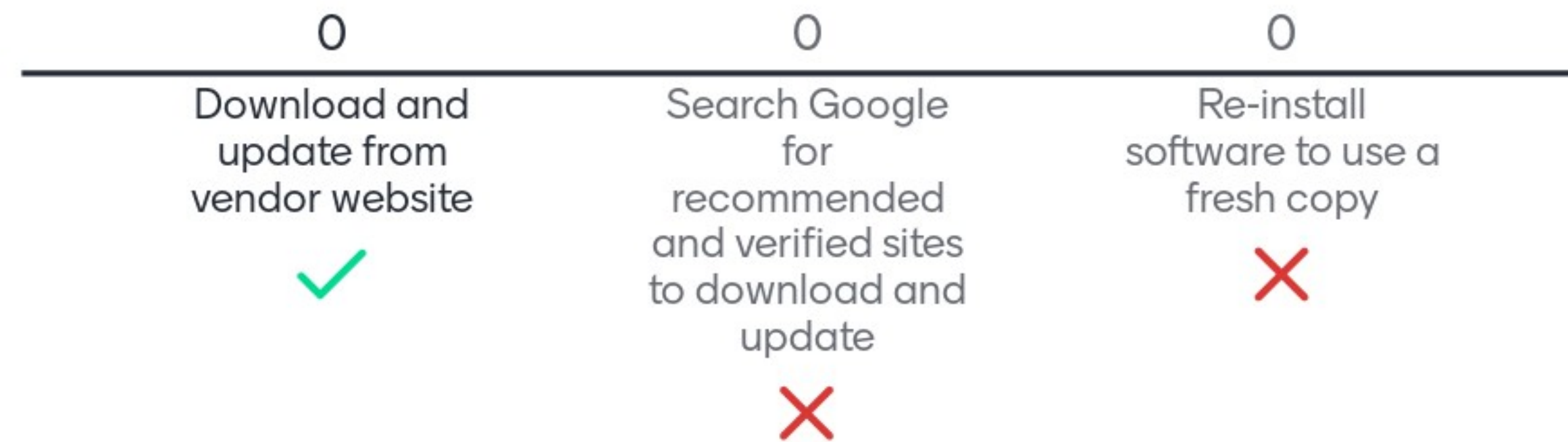
What is a common red flag found in phishing emails?



What is a best practice for updating software?

0	0	0
Enable automatic updates	Manually check updates once a week for each software on your device	Sign out of software when not in use and update when in use
✓	✗	✗

What is a best practice for manually updating software?



What is another name for Multi-Factor Authentication (MFA)?

0	0	0
Many-Factor Authentication (MFA)	Two-Factor Authentication (2FA)	Multiple- Factor Authentication (MFA)
✗	✓	✗

MFA can authenticate in three different ways such as:

0	0	0
Something you do (e.g., Job title); Somewhere you are (e.g., Office room number); Something you are (e.g., Full name)	Something you have (e.g., RSA token); Something you know (e.g., Password); Something you are (e.g., Fingerprint)	Something you have (e.g., Office badge); Something you know (e.g., Computer asset tag); Something you are (e.g., Federal or contractor)
✗	✓	✗