

In your reflective activity, you should have covered the points below.

- You chose a weak password for your SocialBook account. Had you attended the online safety and security training, you would have learned this password is too short to offer enough protection.
- By choosing a weak password, your account and anyone who relies on it for information would have been placed at unnecessary risk.
- You made a mistake by not taking the time to setup two-factor authentication on the deputy manager's phone. By giving her your own phone, you increase the likelihood of them encountering problems accessing the SocialBook account. This might result in them not being able to use the account and they could be tempted to turn off two-factor authentication altogether.
- You need to do more learning to develop a better understanding of how previous training can be forgotten or become outdated. The online safety and security training opportunity offered an opportunity to refresh existing knowledge and introduce important information about new online threats and how to protect against them.
- You need to make sure your team attend online safety and security training regularly. The advice provided by such training evolves and adapts to the threats we face and what was best practice several years ago can be dangerous today.
- When online safety and security training was offered, the right thing to do was accept the invitation.