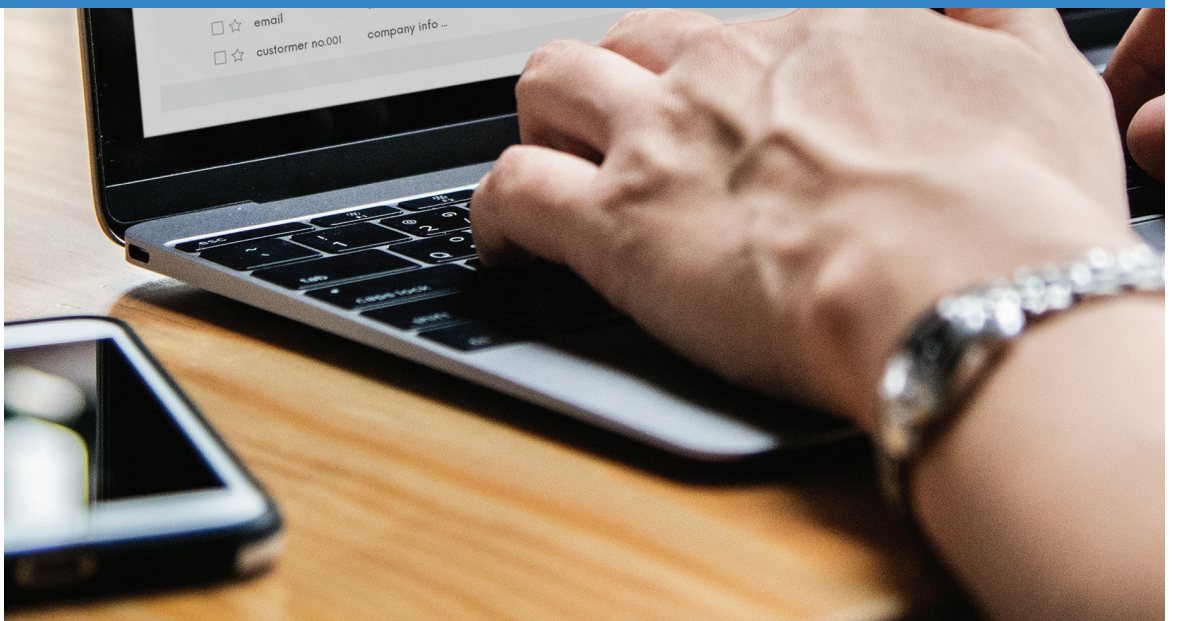# HOOK⌇SECURITY

# Training Notification Email Templates

**Free Download**

# WELCOME

## Introduction

Notifying teams of Security Awareness Training provided by Hook Security is essential for fostering a culture of security within organizations, mitigating risks, and ensuring compliance with regulatory requirements. By partnering with Hook Security, organizations can empower employees with the knowledge and tools necessary to recognize and respond effectively to potential security threats such as phishing attacks and social engineering tactics. The bonus? Hook Security takes an entertaining and non-punitive approach that contributes to a positive security culture in your organization. Ultimately, investing in Security Awareness Training from Hook Security and ensuring team awareness of it not only safeguards sensitive information and systems, but also promotes a shared responsibility for cybersecurity across the entire company!

In this ebook, you'll discover a variety of email communication templates designed for your entire team and leadership group. Dive into detailed explanations of training courses, phishing simulations, and more! However, it's worth noting that Hook Security recommends tailoring these emails to align with your company's culture and communication style, as well as your specific approach to rolling out Security Awareness Training. While our notifications cover both phishing and course enrollments, feel free to adjust them according to your training priorities. Flexibility ensures that the training journey fits seamlessly into your organization's objectives. If team members have access to YouTube, please feel free to include the link to our Welcome to Hook Security Introduction video in your communications, as referenced in some of the templates below!

# TEAM COMMUNICATION
## For Phishing Tests

Subject: Upcoming Security Awareness Training with Hook Security

Hello, {first name},

{Company Name} will begin Security Awareness Training to equip our team with the tools we need to successfully recognize and respond to manipulation through technology!

This initiative includes ongoing phishing simulations which test and educate employees on cyberattacks to support efforts in meeting our security training goals. Employees receive phishing emails every day, and while most security tools do a great job of filtering out most suspicious emails, hackers are changing their strategies every day, and some phishing emails ultimately land in an employee's inbox. Phishing is an attack hackers use to get access to a company's system. Security Awareness Training aims to resolve this by directly focusing on education, training and creating safe email habits.

All team members can expect to receive periodic phishing simulation emails. These mimic real attacks, aiming to educate participants on spotting and avoiding phishing attempts. If you click a link in a simulated phishing email, there's no need to worry! You will be directed to a short, engaging training video to learn phishing best practices instantly.

It's one thing to simply warn employees of the dangers of phishing, but ongoing phishing tests and awareness training will help improve the company's overall security posture to minimize the risks of compromising personal and sensitive data.

Watch this quick video to learn more about Security Awareness Training with Hook Security!

Thank you for your cooperation and engagement as we strive to create a secure culture at {Company Name}."
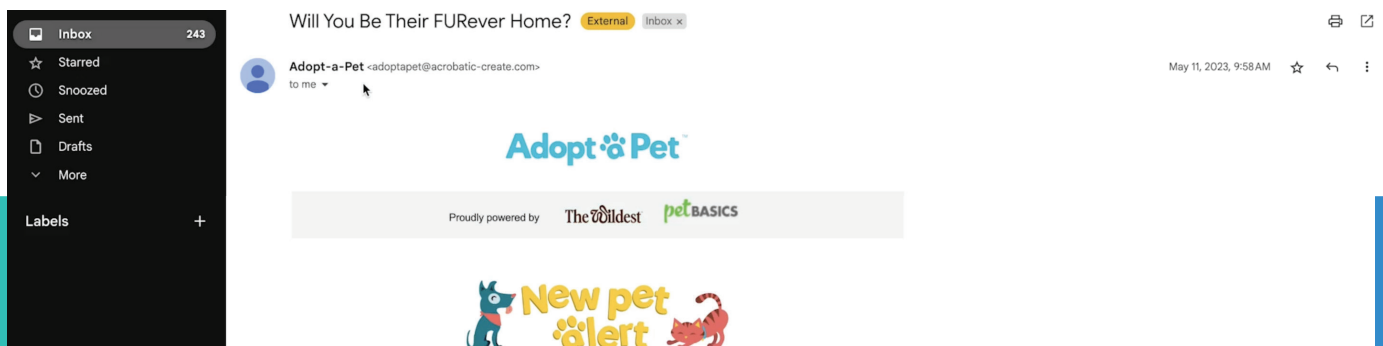
# TEAM COMMUNICATION
## Course Enrollment Training

Subject: Security Awareness Training with {Company Name}!

Hi {first name},

You have been enrolled in required security awareness training! Before you release that heavy sigh, don't worry. This is brief and entertaining training like you have never experienced before, and it's worth your time.

Not convinced? Check out some of these facts:
Did you know that 1 in 13 web requests end in malware?
On average, hackers attack 2224 times a day.
$3.9 million is the average cost of a data breach.

Here at {Company Name}, we want to give you the tools you need to protect yourself and the team from cyber attacks, and these courses will equip you with the knowledge you need to succeed.

If you haven't received a course enrollment already, you can expect to receive an email from postmaster@hooksecurity.net with the details on how to access your course training.

Please reach out if you have any questions!

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Subject: {Company Name} Upcoming Security Awareness Course Enrollments

Hello {first name},

{Company Name} will be enrolled in courses to meet compliance standards and improve our culture of security awareness.

While these are required courses, we prioritized training that would not only teach the concepts needed to succeed, but also do it in an accessible, brief, and entertaining manner.

If you haven't already, please expect to receive course enrollment notifications from postmaster@hooksecurity.net in the coming days with your login instructions, and kindly complete your courses by the due date that will be noted.

Please reach out if you have any questions regarding the upcoming enrollments!

# LEADERSHIP COMMUNICATION

## For Security Awareness Training

Subject: Upcoming Security Awareness Training with {Company Name}!

Hello {first name},

{Company Name} will begin Security Awareness Training to equip our team with the tools they need to successfully recognize and respond to manipulation through technology!

This is a two-fold plan that includes phishing simulations and course enrollments, both of which aid us in meeting compliance requirements.

We are informing you as a leader within the company so you can communicate this training initiative to your team and hold them accountable to completing it.

Thank you for your help as we continue to create a secure culture at {Company Name}.

# ALL COMPANY COMMUNICATION

## For Security Awareness Training

Subject: Upcoming Security Awareness Training with Hook Security

Hello, {first name},

"{Company Name} will begin Security Awareness Training to equip our team with the tools we need to successfully recognize and respond to manipulation through technology! This initiative includes ongoing phishing simulations and course enrollments, both of which educate employees on cyberattacks and support efforts in meeting our security goals.

Employers partner with Hook Security to safeguard both employees and the company from potential data breaches. Remember, a company's security system is only as strong as the team that stands behind it. That's where Hook Security comes in!

What to Expect from Hook Security's Awareness Training:

Phishing Simulations – Team members can expect to receive periodic phishing simulation emails. These mimic real attacks, aiming to educate participants on spotting and avoiding phishing attempts.

Instant Training Videos – If you click a link in a simulated phishing email, there's no need to worry! You will be directed to a short, engaging training video to learn phishing best practices instantly.

Course Enrollments – Team members may receive enrollment emails for cybersecurity awareness courses via Hook Security's School Portal from postmaster@hooksecurity.net. These courses cover various cybersecurity topics and compliance training.

Watch this quick video to learn more about Security Awareness Training with Hook Security!

Thank you for your cooperation and engagement as we strive to create a secure culture at {Company Name}."