

12-Month Cyber Awareness Calendar

One 10-minute topic a month. Tailor the example to your team; grab a fresh one from scamwatch.gov.au.

Month – On agenda in meetings	Topic	10-minute focus
1	Phishing & fake login pages	Show a real example; how to check a link before clicking
2	Invoice & payment fraud (BEC)	The verify-by-phone rule; who to call if unsure
3	Passwords & the password manager	Everyone onto the manager; no reuse, no sticky notes
4	MFA everywhere	Turn it on for any app that offers it; never approve a prompt you didn't start
5	Backups — could we actually recover?	Do a small restore test together
6	Devices — locks, updates, lost laptops	Screen locks, same-day updates, what to do if one goes missing
7	Public Wi-Fi & mobile / smishing	Scam texts, fake apps, hotspots on the road
8	Social engineering & pretext calls	Caller verification; it's OK to hang up and call back
9	Reporting culture — 'I clicked something'	No blame; run the I-clicked poster
10	Updates & patching	Why 'remind me later' is the risk
11	Safe AI use & data	What never goes into an AI tool
12	Incident drill / review the plan	Read the emergency one-pager aloud; check the numbers are filled in
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