

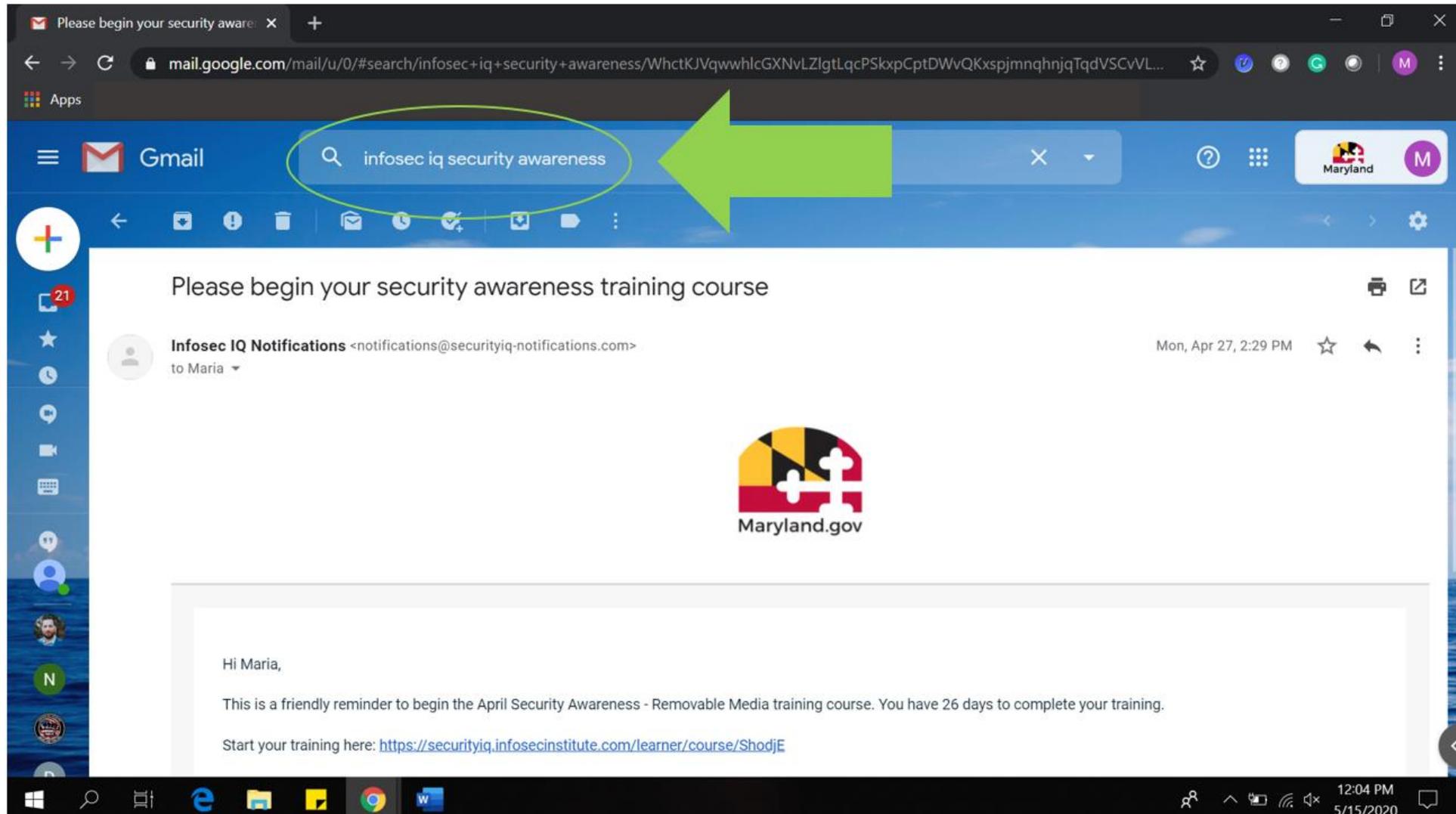


## DEPARTMENT OF INFORMATION TECHNOLOGY

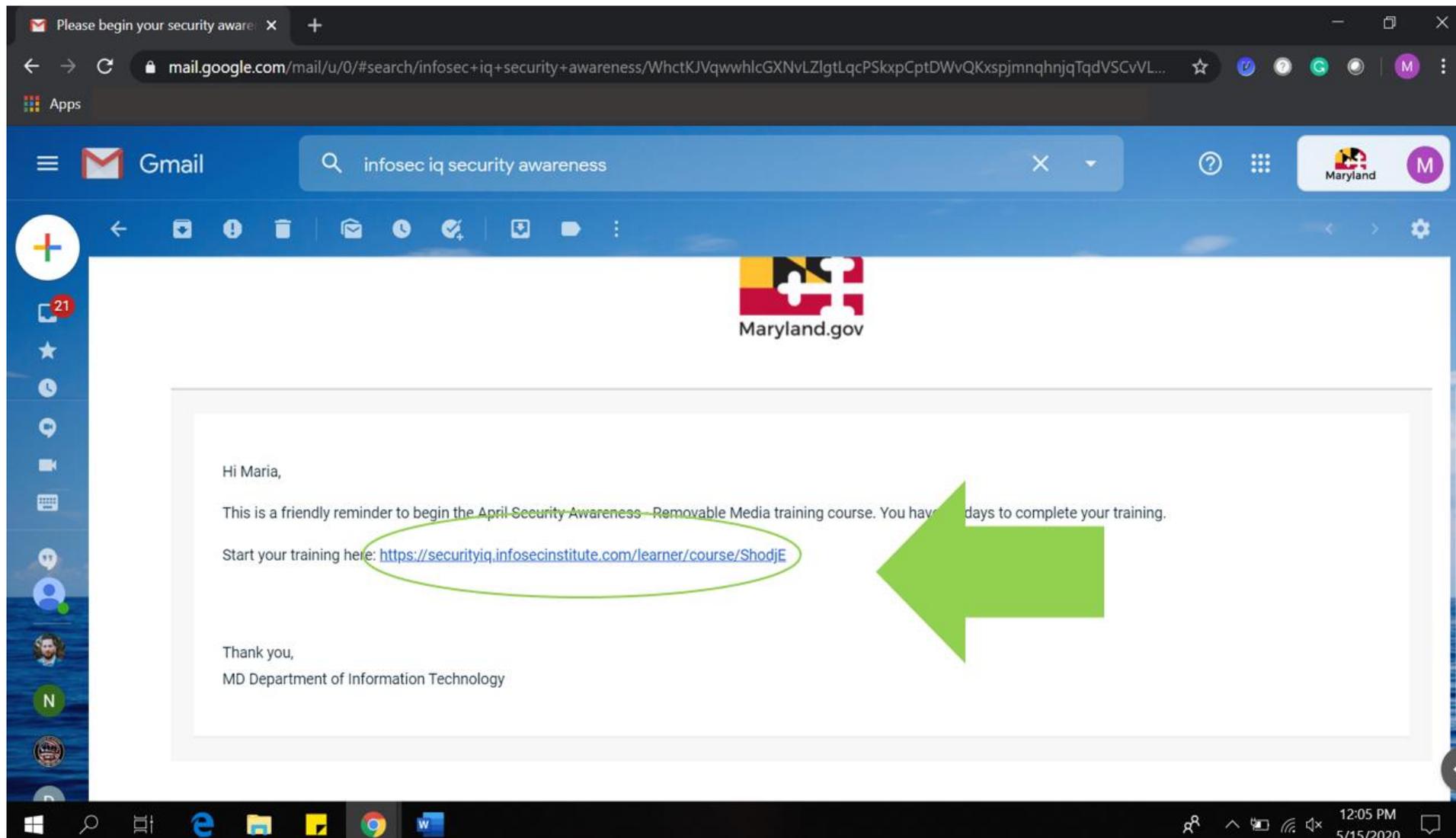
### How To:

Access Previous Infosec IQ Security Awareness  
Training Courses

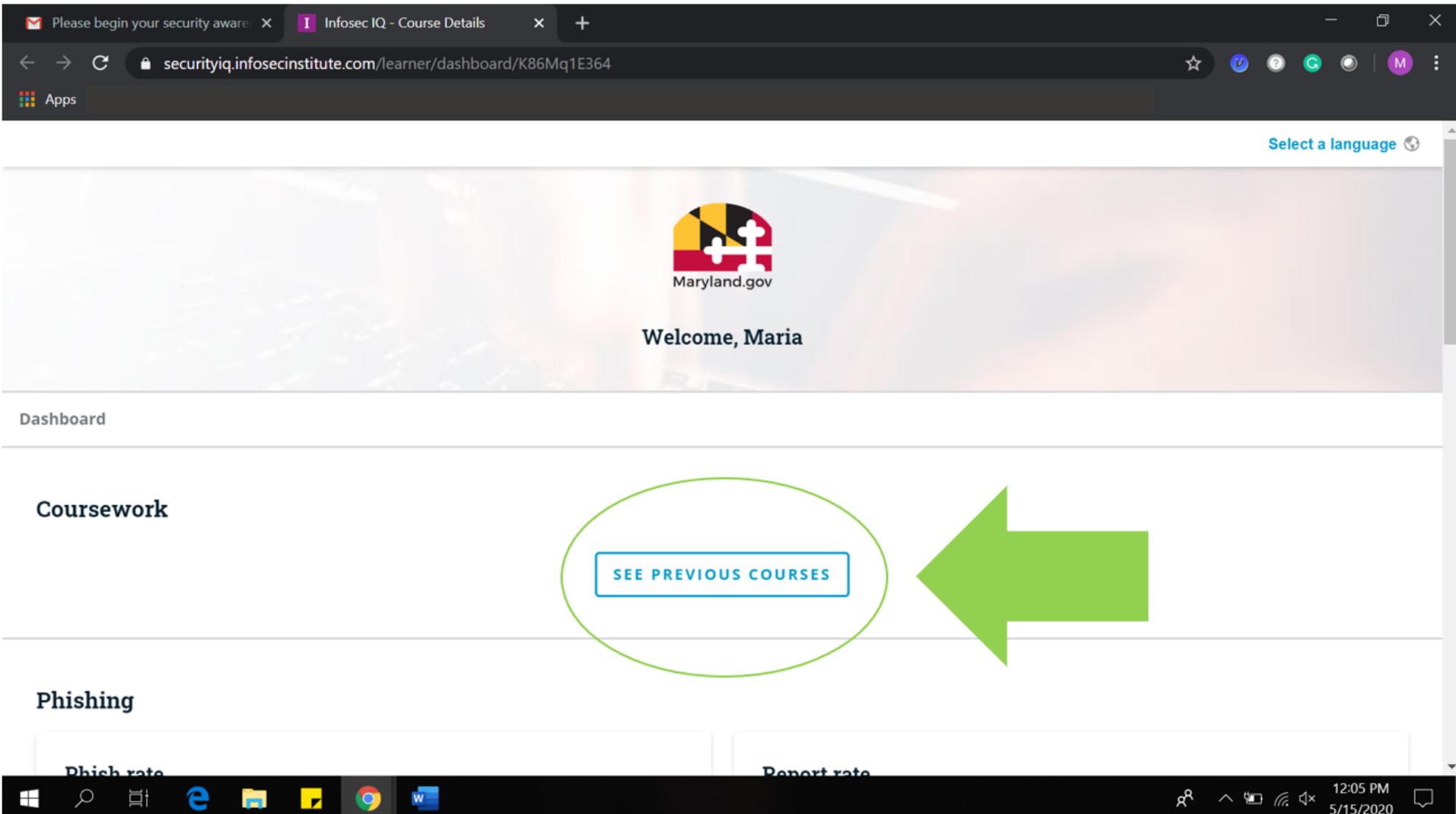
**Step One:** If you have previously completed an Infosec IQ security awareness training course, the videos can be easily accessed through a simple search in your inbox. Please begin by searching for an Infosec IQ security awareness training course notification, like the one seen below.



**Step Two:** When you have selected a previous email notification from Infosec IQ, you should see a link like the one in the image below. Please click this link.



**Step Three:** The link should take you to a page like the one in the image below. In the center of the page there is an offer to view previous courses. Please click “See Previous Courses.”



**Step Four:** By clicking the link, you should see a list of all the training courses that you have completed. The number will vary, depending on the user. If you have been in State service for some time, you may need to scroll down to see older training courses.

Please begin your security aware... x Infosec IQ - Course Details x +

securityiq.infosecinstitute.com/learner/dashboard/K86Mq1E364/previous/

Select a language

Maryland.gov

Welcome, Maria

Dashboard // Previous coursework

### Previous coursework

Course Title	Due Date	Completed Date
April Security Awareness - Removable Media	May 23, 2020	Apr 30, 2020
DOIT Security Awareness Assessment	May 2, 2020	Apr 6, 2020

DOWNLOAD COMPLETION CERTIFICATE

VIEW COURSE

12:05 PM 5/15/2020

**Step Five:** For the sake of this guide, we will be selecting “Removable Media,” to view again. When you have found a course that you want to view again, please click “View Course.”

The screenshot shows a web browser window with the URL `securityiq.infosecinstitute.com/learner/dashboard/K86Mq1E364/previous/`. The page title is "Previous coursework". It displays four course cards in a 2x2 grid:

- April Security Awareness - Removable Media**  
Due Date: May 23, 2020 // Completed: Apr 30, 2020  
Buttons: DOWNLOAD COMPLETION CERTIFICATE, VIEW COURSE (highlighted with a green circle and a green arrow)
- DOIT Security Awareness Assessment**  
Due Date: May 2, 2020 // Completed: Apr 6, 2020  
Buttons: DOWNLOAD COMPLETION CERTIFICATE, VIEW COURSE
- March Security Awareness - Working Remotely**  
Due Date: Apr 22, 2020 // Completed: Mar 23, 2020  
Buttons: DOWNLOAD COMPLETION CERTIFICATE, VIEW COURSE
- February Security Awareness - Data Security**  
Due Date: Mar 23, 2020 // Completed: Feb 27, 2020  
Buttons: DOWNLOAD COMPLETION CERTIFICATE, VIEW COURSE

The Windows taskbar at the bottom shows the time as 12:06 PM on 5/15/2020.

**Step Six:** Once you have chosen a course, the page below should appear. Please scroll down to view the training video.

The screenshot shows a web browser window with the following elements:

- Browser Tabs:** "Please begin your security aware..." and "Infosec IQ - Course Details".
- Address Bar:** securityiq.infosecinstitute.com/learner/course/ShodjE
- Page Header:** "Select a language" with a globe icon.
- Course Title:** "April Security Awareness - Removable Media" (repeated twice).
- Completion Status:** A green box with the text "Completed!".
- Activity Summary:** 1 activity, 7 minutes, Due May 22.
- Breadcrumbs:** Dashboard // April Security Awareness - Removable Media
- Course Details:**
  - About this course:** Removable Media
  - Certificate of completion:** Congratulations on completing your course! A record of completion was sent to Infosec. [You can download your course completion certificate here.](#)
  - Course contents:**

Two large green arrows are overlaid on the right side of the page: one pointing right towards the course details and one pointing down towards the bottom of the page.

**Step Seven:** The video you have selected should appear under “Course Contents.” To view the course, please click on the blue bar that should have the name of the course you are interested in.

Please begin your security aware x I Infosec IQ - Course Details x +

securityiq.infosecinstitute.com/learner/course/ShodjE

Select a language

1 activity 7 minutes Due May 22

Dashboard // April Security Awareness - Removable Media

### About this course

Removable Media

### Certificate of completion

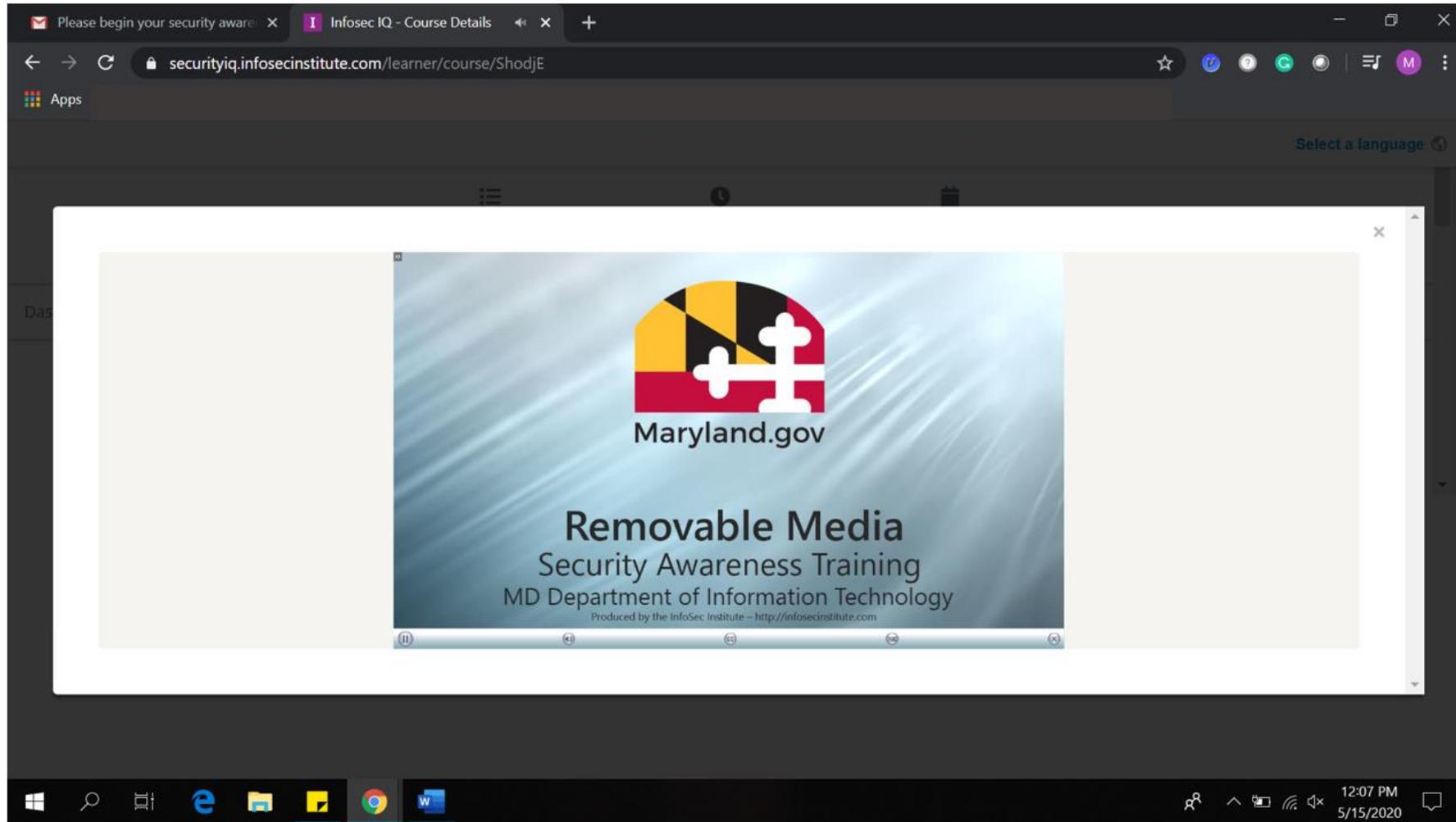
Congratulations on completing your course! A record of completion was sent to Infosec. [You can download your course completion certificate here.](#)

### Course contents

LEARN

Removable Media - No BG Music Complete 06:55

**Step Eight:** The video should appear, after you clicked the blue bar mentioned in the previous step. As a reminder, be sure you have the volume turned on and a reliable internet connection to view the entire course. Should you have any complications, please submit a ticket to the DoIT Service desk: [Service.Desk@maryland.gov](mailto:Service.Desk@maryland.gov).



The Office of Security Management (OSM), at DoIT, appreciates your interest in learning more about cybersecurity. We hope you found this guide helpful and we thank you for helping to keep our State systems safe. Thank you. OSM