SurveyNinja

Security awareness quiz

11 questions. About 4 min to answer.

The employee

1. Your work email Required

E-mail: _____

Emails, passwords and sign-ins

2. An email from “IT Support” says your mailbox is full and asks you to sign in through a link. What do you do? Required

Choose one answer.

- ○ Click the link and sign in before the mailbox stops working
- ○ Don’t click; report it to IT or security the way your company asks
- ○ Reply and ask whether the email is real
- ○ Forward it to colleagues to warn them

3. Which password habit is the safest? Required

Choose one answer.

- ○ A long passphrase of several random words, used for this account only
- ○ One strong password for all your work accounts
- ○ Your pet’s name plus the current year
- ○ A short password written on a note under the keyboard

4. Your phone asks you to approve a sign-in, but you aren’t signing in to anything. What do you do? Required

Choose one answer.

- ○ Approve it so the requests stop
- ○ Ignore it; it will expire by itself
- ○ Deny it, change your password and tell IT: someone may know it
- ○ Send the code to a colleague to check it

Away from the desk

5. You need to work from a café’s free Wi-Fi. What’s the safest choice? Required

Choose one answer.

- ○ Any network is fine if it has a password
- ○ Turn off the antivirus to make the connection faster
- ○ Join the network with the strongest signal
- ○ Connect through the company VPN or your phone’s hotspot

6. You find a USB stick in the parking lot labeled “Salaries 2026”. What do you do? Required

Choose one answer.

- ◯ Plug it in to see who it belongs to
- ◯ Give it to IT or security without plugging it in anywhere
- ◯ Check it on your home computer first
- ◯ Open only the files that look safe

People and devices at work

7. Someone you don’t know follows you to a badge-only door and says they forgot their badge. What do you do? Required

Choose one answer.

- ◯ Hold the door: they look like they work here
- ◯ Let them in if they know a colleague’s name
- ◯ Lend them your badge for the day
- ◯ Politely send them to reception or security

8. A caller says they’re from the IT help desk and asks for your password to fix your account. What do you do? Required

Choose one answer.

- ◯ Refuse, end the call and report it to IT: they never need your password
- ◯ Give it if they know your name and department
- ◯ Give it and change it right after the call
- ◯ Send it by email instead of saying it on the phone

9. You step away from your desk for a coffee. What do you do with your computer? Required

Choose one answer.

- ◯ Leave it as it is; it’s only a few minutes
- ◯ Lock the screen
- ◯ Turn off the monitor
- ◯ Minimize all the windows

10. Your laptop shows that a system update is ready. What do you do? Required

Choose one answer.

- ◯ Postpone it for as long as possible
- ◯ Install it only if something stops working
- ◯ Install it soon: updates fix security holes
- ◯ Turn off automatic updates to avoid interruptions

Requests for money

11. An email that looks like it’s from your CEO asks you to urgently pay a new supplier and keep it quiet. What do you do? Required

Choose one answer.

- ◯ Pay it: the CEO asked for it
- ◯ Reply to the email to confirm before paying
- ◯ Check by calling the CEO on a number you already know, or ask finance, before doing anything
- ◯ Pay half now and the rest after checking

Run it online for free

Copy this template to SurveyNinja, send the link and the answers go into a ready report with charts.

surveyninja.io/templates/security-awareness-quiz

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