As a CFIB member, our Cybersecurity Academy is **free for both you and your employees**.

The following offers you a draft email to send your employees (you can edit to customize to your business). You are welcome to make the training voluntary or mandatory for your staff – that is up to you and your business’s needs. Make sure to **add each of your employees as a contact in your CFIB member account before sending this email.** You will be able to see the progress of each of your employees in the Cybersecurity Academy leaderboard – this is a good opportunity for your own internal competition.

Go to your [member portal](https://members.cfib-fcei.ca/en-ca/MY-CFIB) to add your employees now.

**Draft email:**

**Subject:** \*Required\* Cyber Training – you could win cash prizes!

[Your business name] will be taking part in a new cybersecurity training program offered by CFIB’s Cybersecurity Academy. Cyberattacks are increasing and it is important that each of us knows how to protect our business from cyberattacks.

Log into the [CFIB member portal](https://members.cfib-fcei.ca/en-ca/MY-CFIB) using your employee email address. Inside the portal go to the CFIB *Cybersecurity Academy*.

**Team prizes:** The *Cybersecurity Academy* also lets us see a leaderboard. Our business will offer [enter your prize] to the team member who completes all four courses first.