

Data Protection in the Workplace

If you or your organisation handles personal information about individuals you have legal obligations to protect that information.

The benefits of good data safety are numerous and include, good business practice, the protection of people's rights and the protection of your organisations reputation.

In recent years some companies and individuals have experienced serious legal consequences for data protection breaches and this highlights why it is so important to get it right.

Training should be a vital part of any company's data protection policy.

| Course | Module Number | Module Name | Pass % Required |
|----------------------------------|---------------|---|-----------------|
| Data Protection in the Workplace | 1 | Benefits of Good Data Safety | 70 |
| Data Protection in the Workplace | 2 | Rights and Conditions | 70 |
| Data Protection in the Workplace | 3 | The Data Protection Act | 70 |
| Data Protection in the Workplace | 4 | Data Sharing and Security | 70 |
| Data Protection in the Workplace | 5 | Creating a Data Protection Policy | 70 |
| Data Protection in the Workplace | 6 | Putting it into Practice | 70 |
| Data Protection in the Workplace | 7 | Handling the Requests for Personal Data | 70 |
| Data Protection in the Workplace | 8 | Introduction to GDPR | 70 |

Recommended System Requirements

- Browser: Up to date web browser
- Video: Up to date video drivers
- Memory: 1Gb+ RAM
- Download Speed: Broadband (3Mb+)

Duration: 80 minutes (*Note: This is based on the amount of video content shown and is rounded off. It does not account in any way for loading time or thinking time on the questions*).