Data is often exposed through human error and internal theft. When this happens, it costs you money through loss of business, brand damage, and potential fines.

With ongoing data privacy and cyber threats on the horizon, it may be comforting to know that some of the strongest security practices that you can put into place, is already within your company, as over 80% of data breaches come from within your workforce, educating everyone who has access to your system, be it employees, contractors and third-party suppliers is vital to security.

Education with practical experience is key, when people experience what they need to personally do to stop themselves being attacked or their personal data being stolen, this is when the light bulb moments occur and when the magic of behaviour change occurs. As Einstein states, 'The only knowledge is through experience, you need experience to gain wisdom'.

This is where we can help with continuous e-Learning and Podcasts

Our materials are developed by educators who have 20 plus year's experience in performance psychology/behaviour change, and over 25 years in data privacy and cyber security. This team developed a series of cyber security fundamentals, data privacy and culture e-Learning tools that requires individuals to apply activities to their personal and work life.

Bite size snippets of education incorporates video, readings and practical application, the latter being critical to long lasting change, therefore, individuals need to perform certain activities on their personal computer to improve their security and, consider how their personal information can be exposed through their online activities and when sharing information that is held by companies. Once this personal connection is made, they turn to the activities that they need to perform at work in order to reduce the risk of your company being attacked and the data that you hold on your employees and clients being exposed, and this is how you change behaviour. When dealing with security, failing to make the knowledge apply to their personal life, limits behaviour change.

- Content is provided in bite size pieces so that it is not time consuming yet motivating, by making it personal capturing people's attention
- Practical application lessons are applied throughout the training, touching on personal and work life activities
- If you are a mid-size organisation, association or charity, e-Learning can be white labelled
- Content is priced for small business and finally
- CPD points can be awarded

The following pages provide an overview of content material.

Data Privacy Fundamentals e-Learning & Podcasts

Data management of personal information is critical to understand as this will guide the way in which you collect, process and store personal information.

Section 1 Includes foundation of data privacy:

1. Why new data protection laws have come into place
2. The role of a data processors including transparency, lawfulness and fairness
3. What is data and what is personal data
4. Who owns personal data, and protecting your information
5. And finally, what can happen when your data is lost, leaked or stolen

Section 2 includes whose data we need to keep private and how:

1. Who and what are data subjects
2. People's individual rights
3. Giving consent for your data to be used in a certain way

Section 3 includes understanding the elements of data processing"

1. Processing of personal data
2. Lawful bases for processing
3. Data processors

Cyber Threats, Best Practice & Security e-Learning & Podcasts

Section 1 includes trends and everyone's role in cyber security

1. The threat landscape and what keeps people awake at night
2. Why everyone needs to accept personal responsibility for mitigating cyber threats
3. Current data breach trends and the costs to business

Section 2 includes threats and motives:

1. The different types of threats
2. Motives behind attacks and
3. How criminals steal data

Section 3 includes best practice for reducing risk such as:

1. How to protect yourself from an attack
2. How to recognise and remove an attack and
3. BYOD and mobile security

Sample of practical application that is important for everyone to understand:

- Using Anti-virus
- Updating Software
- Managing Popups
- Secure Downloads
- Social Media
- Encrypting Data
- Effective Passwords Phrases And Pins
- Browser Protection
- Backups to manage data loss
- Working In The Cloud
- Phishing And Email Scams
- Secure Online Shopping
- Using Public Wi-Fi

> **"** Information is not knowledge. The only source of knowledge is experience. You need experience to gain wisdom.
>
> Albert Einstein

Understanding Self & Others for Improved Worked Cultures e-Learning & Podcasts

Section 1 Includes understanding how you tick

1. What influences who you are and how you respond in a positive or negative way
2. What make you tick, your values and strengths and how this impacts your work life
3. Preferred work environment to maintain higher levels of motivation and performance

Section 2 Includes:

1. The strengths that you bring to your job roles
2. Tasks that energise vs tasks that may drain you and the impact of this
3. How to improve the way you communicate with people
4. How to expand your skills so you have control over how your respond to challenging and draining situations

Section 3 Includes

1. How to maximise motivation and avoid conflicts
2. Understanding negative behaviours, shadow side characteristics and the impact this has on self, others and team culture
3. How to use reframing techniques to reduce unease and fatigue in self and others

Additional Information

- Each course operates as a standalone or as part of an overall data management and security strategy
- Courses can be paused so people can return at a later date
- Practical application applies to personal and work life
- Maximising behaviour change and supporting employee wellbeing and duty of care
- CPD points are awarded for each course
- White labelling is available for associations or organisations who want to promote these courses to their third-party suppliers and clients
- Revenue share is available
- Customisation is available for a fee
- Courses can be accessed via our LMS or housed on your corporate LMS
- Content is regularly updated with latest cyber threats and data breaches
- Fees allow 12-month access
- Quiz on completion provides certificate of completion

Harrman Cyber

CYBER SECURITY AND DATA PRIVACY