Introducing GDPR

Course Description

The General Data Protection Regulation (GDPR) is designed to strengthen and unify the principles of data protection for all individuals within the European Union and the European Economic Area.

The GDPR is an incredibly important change to data privacy regulations so understanding its correct implementation is vital for all UK businesses and organisations, and particularly for staff who regularly deal with personal data.

This online course is designed specially for those front line staff and provides a clear introduction to the main elements of the GDPR, including compliance and the consequences of non-compliance.

It explains the roles of key players - Data Protection Officers, Data Controllers, Data Protection Leads and Data Processors and covers the main categories of personal data, along with the six lawful bases for processing data, and how to audit the data your organisation holds.

Other topics examined include the Seven Principles of the GDPR and the Eight Rights for Individuals, along with the importance of your Privacy Policy - how to construct one, and how to use it effectively when dealing with data subjects.

Finally, there's important information on data breaches; how to avoid them, what to do if one is discovered and how to file a breach report.

Target Audience

This course is aimed at anyone who has access to personal data. This mainly applied to front line data processors but will also include HR personnel, supervisors and managers.

Advantages

Understanding the reasons for and scope of the GDPR can mean that data is handled professionally, securely and in compliance with the Law. This is a benefit for individuals and the company as a whole as it provides a level of confidence that things are being done correctly and protection from potential legal issues.

CPD approval means that this course can be used by those that need to prove they are continually developing themselves.

Online training is flexible, efficient and cost-effective, so candidates can progress through the modules at their own pace, in their own time, making it easy to fit the training around their work and personal life.

Further Progression

If this course is used as part of employee induction then it can be bundled with other health and safety courses such as DSE Awareness or Basic Fire Safety

For those doing this course to improve themselves we have a wide range of other business skills courses that could further enhance their abilities and knowledge. These include Managing meetings, Time Management and Stress Awareness.

Course	Module Number	Module Name	Pass % Required
Introducing GDPR	1	Introduction	70
Introducing GDPR	2	Data Processing	70
Introducing GDPR	3	Types of Data	70
Introducing GDPR	4	Data Subjects' Rights	70
Introducing GDPR	5	Data Breaches	70

Recommended System Requirements

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

Duration: 60 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*).