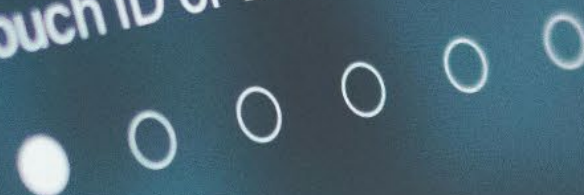


COURSE OVERVIEW

Data Protection

TICDS-104

Touch ID or Enter Passcode



Data protection is the practice of safeguarding personal and sensitive information from unauthorised access, misuse, loss, or corruption.

In today's data-driven world, where digital interactions are constant and information flows rapidly across systems, protecting data is essential for maintaining privacy, trust, and legal compliance.

Effective data protection ensures that individuals' rights are respected, that organisations operate transparently, and that critical information remains accurate and secure throughout its lifecycle.

Module 1: Introduction to Data Protection

Professional data management is essential to the success of our operations and the trust we build with clients, colleagues, and stakeholders.

- What is information
- Key definitions
- Importance of Information Security
- The eight principles of data protection

Module 2: Obtaining Consent

Obtaining valid consent is a cornerstone of lawful data processing.

- The importance of obtaining consent
- Processing data
- Six legal grounds for obtaining data
- The right to withdraw consent

Module 3: Data Subject Rights

Data Subject Access Requests (DSARs) empower individuals to access the personal data that organisations hold about them.

- Data subject rights
- Access rights
- The right to be forgotten
- The right to restriction, rectification and objection
- Data Portability
- Automated Processing

Module 4: Data Protection Responsibilities

Everyone who handles personal data plays a vital role in safeguarding it and ensuring compliance with the UK GDPR.

- Who has responsibility for data protection?
- Data Controllers, processors and Data Protection Officers
- Reporting Breaches
- Consequences of non-conformance

Suitable for:

All employees who handle, access, or manage personal data primarily in roles where data protection is critical to legal compliance and public trust.

Skills achieved:

- Data Security (Basic)
- Data Protection (Intermediate)

Related Resources:

- Information Security Breach Assessment
- Data Policy Agreement Checklist
- Information, Data and Cyber Security Incident

Benefits:

The Delegate will receive a Total Quality Assured (TQA) certificate of achievement upon successful completion.

Estimated Time:

55 Minutes

Related Courses:

- Essentials of GDPR
- Personal Identifiable Information
- Safe File Sharing
- Are you the target?
- Essentials of Cyber Security
- Protecting Information
- Information Security