

## General Data Protection Regulation (GDPR)

### Course Overview

The EU GDPR rules have instigated the biggest change to data protection for 20 years and challenges us to look closely at how we are handling personal data. This forty-five minute course is designed to raise employee awareness in relation to new data protection rules and the impact those requirements have on the day to day running of a business.

### Quick Info:

Duration / CPD: 1 Hour  
Suitable for: All staff  
Validity: Licences are valid for one year after the date of issue

### Cost:

1-10 licences = £45  
11-24 licences = £40  
25-49 licences = £35  
50+ licences = £30

### At the end of this module you will:

- Understand why data protection is important
- Have an awareness of GDPR and data protection in the Channel Islands
- Be able to identify the difference between personal and sensitive personal data
- Have developed an understanding of an individual's rights in relation to their personal information

### Course Content:

- Introduction
- Why is Data Protection Important?
- Introducing GDPR
- Personal Data Categories
- Lawful Processing
- Data Protection Principles
- An Individuals Rights
- Data Protection Officer
- Breach Reporting
- Office of the Data Protection Commissioner
- Penalties and Fines
- What can I do to Prepare for GDPR?
- Assessment

The screenshot shows a slide from a training module. At the top, it features logos for JIBSEARNING and Island Consortium, along with the text 'General Data Protection Regulation (GDPR) Employee Awareness Training'. The slide title is 'Lawful Processing of Personal Information'. Below the title, it states: 'A company (and its employees) now must have a legal basis for processing an individuals personal data. Data can be processed legitimately if one of the following applies:'. A central box titled 'Legitimate Interests' contains the text: 'Information may be processed when a company or third party, has a legitimate interest to do so, unless overridden by the interests, rights or freedoms of the individual, who require the protection of personal data. This condition does not apply to a public authority.' Below this box, six blue arrows point to the right, each containing a legal basis: 'CONTRACT', 'LEGITIMATE INTEREST', 'TASK IN PUBLIC INTEREST', 'CONSENT', 'LEGAL OBLIGATION', and 'PROTECT VITAL INTEREST'. At the bottom of the slide, there are navigation links: 'MENU', 'HELP', and 'EXIT'.