



IMPULSE TRAINING

E-LEARNING SHORT COURSES FACT SHEET

COURSE TITLE	GENERAL DATA PROTECTION REGULATION (GDPR)
COURSE LEVELS	INTRODUCTORY
COURSE OVERVIEW	Designed to help your organisation navigate the introduction of the GDPR. It covers all the essential information on how GDPR affects your business. It is ideal for employees in busy workplaces who need to get up to speed quickly with the requirements of the GDPR.
COURSE CONTENT	<ul style="list-style-type: none">• What the GDPR is, and how it affects how your business collects data• The principles behind how you should process client data• The rights of individuals over their data, including subject access requests and the right to be forgotten• The GDPR requirements for your organisation• What data and personal data is• Data breaches and penalties
WHO IS IT AIMED AT?	Any employee responsible for handling data, as well as their managers. It is particularly useful for employees responsible for managing or accessing databases.
COURSE DURATION	20-40 minutes
TEST/CERTIFICATION	Learners are assessed at the end of the course by multiple choice questions. Learners will receive a Highfield e-learning completion certificate, which is downloadable upon successfully finishing the course.
COST	£5.00