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**Course Name**

# Cybersecurity

**Sector Name**

Information Technology

**Document Type**

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## Cybersecurity

# Course Introduction

Cybersecurity is no longer an IT-only responsibility. In today's digital workplaces, every employee plays a role in protecting organizational data, systems, and reputation. Most cyber incidents occur not due to advanced hacking, but because of human behavior, weak awareness, and poor security practices.

Developed by **Boost,** this course presents cybersecurity as a shared organizational responsibility and a critical business risk area—not a technical discipline. The program equips participants with awareness, judgment, and practical behaviors needed to recognize threats, avoid common cyber risks, and respond appropriately to security incidents.

**Boost's Cybersecurity course** helps organizations reduce cyber risk by strengthening human defenses.

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## Cybersecurity

# Target Audience

- ✓ Entry to Mid-level professionals
- ✓ Administrative and operational staff
- ✓ Managers and supervisors
- ✓ Employees using digital systems and data
- ✓ Non-technical users in all departments

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## Cybersecurity

# Learning Objectives

✓ Understand cybersecurity threats and risks in the workplace

✓ Recognize common cyberattacks and vulnerabilities

✓ Apply safe behaviors when using digital systems

✓ Protect sensitive data and information

✓ Respond correctly to suspected cyber incidents

✓ Support organizational cybersecurity policies and controls

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## Cybersecurity

# Course Outline

## ✓ DAY 01

### Understanding Cybersecurity in the Workplace

### Module 1: What Cybersecurity Really Means

- ✓ Cybersecurity vs. IT security
- ✓ Why humans are the weakest link
- ✓ Business impact of cyber incidents

### Module 2: Cyber Risks Facing Organizations

- ✓ Data breaches and system compromise
- ✓ Financial, legal, and reputational risks
- ✓ Real-world workplace scenarios

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## Cybersecurity

# Course Outline

## ✓ Day 02

**Common Cyber Threats**

**Module 3: Social Engineering and Phishing**

- ✓ Phishing, spoofing, and impersonation
- ✓ Recognizing suspicious communications
- ✓ Avoiding common traps

**Module 4: Malware and Unauthorized Access**

- ✓ Viruses, ransomware, and spyware (conceptual)
- ✓ Weak passwords and access misuse
- ✓ Safe access practices

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## Cybersecurity

# Course Outline

## ✓ Day 03

**Protecting Data and Systems**

**Module 5: Data Protection and Privacy Awareness**

- ✓ Sensitive vs. non-sensitive data
- ✓ Handling, storing, and sharing data safely
- ✓ Avoiding data leakage

**Module 6: Safe Use of Workplace Systems**

- ✓ Email, cloud tools, and collaboration platforms
- ✓ Mobile devices and remote work risks
- ✓ Personal vs. work device boundaries

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## Cybersecurity

# Course Outline

## ✓ Day 04

### Cybersecurity Policies and Incident Response

### Module 7: Understanding Security Policies and Controls

- ✓ User responsibilities
- ✓ Access rights and accountability
- ✓ Following security guidelines

### Module 8: Responding to Cyber Incidents

- ✓ What to do when something goes wrong
- ✓ Reporting incidents early
- ✓ Minimizing damage and escalation

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## Cybersecurity

# Course Outline

## ✓ Day 05

**Building Cyber-Aware Behavior**

**Module 9: Developing Cybersecurity Awareness**

- ✓ Daily security habits
- ✓ Recognizing warning signs
- ✓ Continuous vigilance

**Module 10: Creating a Cyber-Safe Work Culture**

- ✓ Shared responsibility mindset
- ✓ Learning from incidents
- ✓ Supporting long-term cybersecurity improvement

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# Cybersecurity

## Confirmed Sessions

| FROM | TO | DURATION | FEES | LOCATION |
|---|---|---|---|---|
| Feb. 1, 2027 | Feb. 5, 2027 | 5 days | 4250.00 $ | UAE , Dubai |
| May 23, 2027 | May 27, 2027 | 5 days | 4250.00 $ | KSA , Riyadh |
| Sept. 20, 2027 | Sept. 24, 2027 | 5 days | 2150.00 $ | Virtual , Online |
| Dec. 21, 2026 | Dec. 25, 2026 | 5 days | 5950.00 $ | USA , Los Angeles |

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