

CYBER HYGIENE FOR THE WORKPLACE, CERTIFICATE OF COMPLETION

This certificate builds upon the *Cyber Hygiene & Online Safety* program by applying cybersecurity awareness to workplace technologies and professional digital practices. Students learn how to secure cloud accounts, manage passwords and authentication systems, recognize insider and phishing threats, and apply safe communication and data handling in professional environments. The program empowers learners to become responsible, security-minded contributors in any organization.

Program Learning Outcomes

- 1. Apply workplace cybersecurity practices to protect organizational data and systems.
- 2. Use secure communication, authentication, and file-sharing tools responsibly.
- 3. Identify and report potential security incidents or privacy violations according to policy.

Course	Title	Hours
CYBR C093N	Secure Communication and Cloud Safety	27
CYBR C094N	Workplace Data Protection and Incident Awareness	27
Total Hours		54