

# aractech

Global Learning for Operational Leaders



IT MANAGEMENT AND CYBER SECURITY | IMCS-004

## Cyber Security for Non-IT Professionals

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# Course content

## Why Attend

Cyber security is no longer only an IT responsibility. Every employee, manager, and business function plays a role in protecting information, systems, and operations from growing cyber threats. Understanding the basics of cyber security helps professionals reduce risk, respond effectively to incidents, and support compliance requirements. This course provides non-IT professionals with practical knowledge to recognize threats, understand controls, and contribute to a stronger security culture.

## Course Methodology

- This course uses an interactive and practical approach through presentations, case studies, group discussions, scenario exercises, awareness activities, and real workplace examples.

## Course Objectives

- Understand core cyber security concepts and terminology
- Recognize common cyber threats and attack methods
- Identify key security controls in organizations
- Understand authentication, encryption, and network basics
- Learn cloud computing security fundamentals
- Support incident response and reporting processes

## Target Audience

- Managers and Supervisors
- Administrative Staff
- HR Professionals
- Finance and Procurement Staff

# Course outline

## Detailed course outline

Day-by-day outline for Cyber Security for Non-IT Professionals.

### Day 1 - Fundamentals of Cyber Security

- Security concepts and definitions
- Importance of cyber security in modern organizations
- Cyber security standards
- Compliance and regulatory requirements
- High-profile cyber attacks
- Lessons learned from major incidents

### Day 2 - Security Controls and Understanding the Threat

- Security controls overview
- Technical controls
- Physical controls
- Administrative controls
- Understanding the threat landscape
- Threat actors

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### Day 3 - Technical Aspects for Non-IT Professionals

- Authorization and authentication
- Password security and access control
- Encryption fundamentals
- Network security fundamentals
- Safe use of email and internet services
- Cloud computing basics and security considerations

### Day 4 - Incident Management

- Overview of incident response
- Recognizing and reporting security incidents
- The incident response lifecycle
- Roles and responsibilities during incidents
- Communication during cyber events
- Incident documentation and lessons learned

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### Day 5 - Resilience and Recovery

- Introduction to business continuity management
- Disaster recovery fundamentals
- Protecting critical business operations
- Personal actions during cyber disruption
- Incident response exercise
- Final workshop: Building a cyber-aware workplace plan

# Seminar dates

## Available seminar dates

Live dates and pricing for Cyber Security for Non-IT Professionals generated from the course details page.

Date	Location	Format	Fee
1 - 5 June 2026	Amsterdam	Classroom	€2,975
8 - 12 June 2026	London	Classroom	€2,695
15 - 19 June 2026	Barcelona	Classroom	€2,975
6 - 10 July 2026	London	Classroom	€2,695
20 - 24 July 2026	Barcelona	Classroom	€2,975
3 - 7 August 2026	Istanbul	Classroom	€2,695
10 - 14 August 2026	Amsterdam	Classroom	€2,940

**Live online option**

Online delivery is available at €1,250.