

# Digital Security Awareness, Part 4 of 4: Security

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**Meet the expert:** As a certified Microsoft Instructor, Ken has focused his career on various security aspects of computer and network technology since the early 1980s. He has offered a wide variety of IT training and high level consulting projects for Fortune 500 companies globally. Through the course of his extensive career, he has taught a full line of Microsoft, CompTIA, Cisco, and other high level IT Security curricula.

**Prerequisites:** There are no prerequisites.

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**Course description:** This course will explore types of security threats, both digital and physical. First security end to end, piracy and security policies in both physical security and computer security will be covered. Next, a look at encryption followed by intellectual property and types of piracy. It will finish with discussion of Education and awareness of employees.

## Course outline:

### Security from End to End Part 1

- Introduction
- Security from End to End
- Physical Security
- Other Things to Think About
- Home/Workstation Security
- Theft
- Encryption
- Demo: Encryption
- Handheld Electronics
- Updates
- Secure E-mail Use
- Summary

### Security from End to End Part 2

- Introduction
- E-mail
- Securing E-mail Communication
- E-mail Encryption
- Unknown Senders
- Stopping Spam
- E-mail Attachments
- Other E-mail Worries
- What to Do about E-mail
- Malware
- How to Avoid SPAM
- Secure Web Browsing
- Summary

### Security from End to End Part 3

- Introduction
- Certificates
- Toolbars
- Secure Web Browsing (Cont.)

- Demo: Secure Web Browsing Basics
- Demo: View All Files
- Instant Messages and Social Sites
- Summary

### Piracy

- Introduction
- Piracy
- What Is Intellectual Property
- Copyright
- Software Piracy
- Live Piracy
- Types of Piracy
- Piracy Is Theft
- Risks
- Financial Losses
- Summary

### Security Policies

- Introduction
- Security Policies
- Security Policies (Cont.)
- Security Policies as Agreements
- Acceptable Behavior
- Defining an Incident
- Response Teams
- Response Teams (Cont.)
- Response Checklist
- Response Checklist (Cont.)
- Summary

### Moving Forward

- Introduction
- Education and Awareness
- Education and Awareness (Cont.)

- Individuals
- Organizations
- Security Domains
- Summary