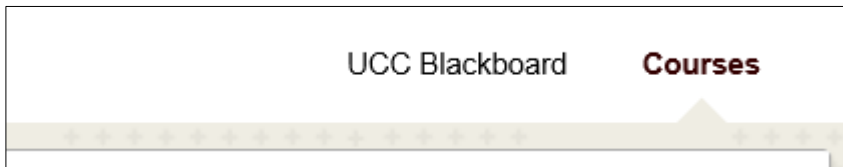


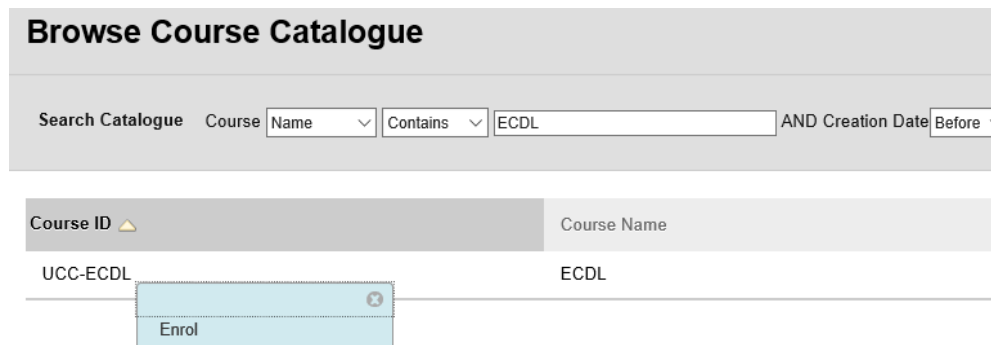
IT Security Module of ECDL Training Instructions

ECDL training is available free of charge to UCC staff, however there is a cost for sitting the exams. To register you must have a blackboard account, if you do not have one UCC Staff login credentials are available from itu@ucc.ie . Please follow instructions below to get to the ECDL IT Security training.

1. Login
2. Click on Courses on the right hand side of the screen

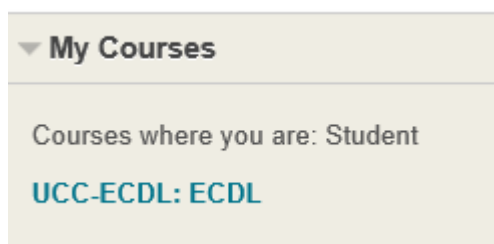


3. Search for ECDL
4. Click on the down arrow beside UCC-ECDL and click on "Enrol"

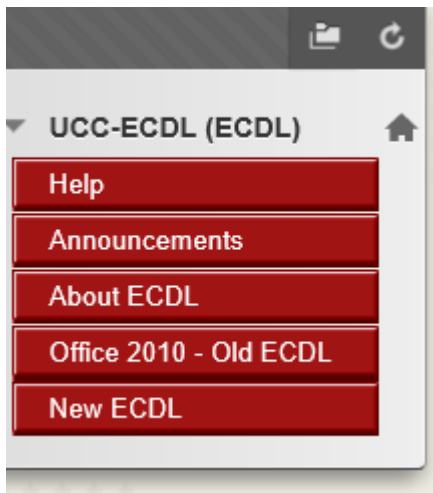


(Please Note: If you get an error saying you do not have permission to access the training please ensure that you clicked on the arrow to the right of the course name and not the course name.)

5. Click on the Blackboard tab to return to the blackboard landing page
6. The course should now be listed under My Courses on the right hand side
7. Click on the UCC-ECDL: ECDL link



8. Select New ECDL from the list of options in Red



9. Click on NEW ECDL – Optional Modules



10. Choose NEW ECDL – IT Security – Optional Module



NEW ECDL - IT Security - Optional Module

On completion of this module the candidate will be able to:

- Understand the key concepts relating to the importance of secure information and data, physical security, privacy and identity theft
- Protect a computer, device, or network from malware and unauthorised access
- Understand the types of networks, connection types, and network specific issues, including firewalls
- Browse the World Wide Web; communicate on the Internet securely
- Understand security issues related to communications, including e-mail and instant messaging
- Back up and restore data appropriately and safely; securely dispose of data and devices