

Training Academy

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ASSOCIATES

Gain Confidence in **Data Protection** and **Copyright** with our **certified** and **CPD accredited training**.



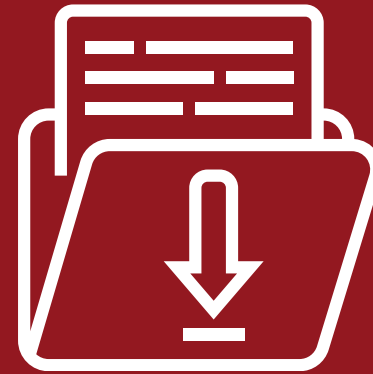
naomikorn.com/training





Practical Application

Learn from expert practitioners working in the sector, who use real-world examples to help participants apply their knowledge.



CPD UK Accredited

Whether completing our certified programme, or taking an individual course, participants will earn CPD UK points for their learning.



Flexibility

Our courses are designed with flexibility in mind. Whether you prefer in-person or online training, we can schedule sessions on a date that suits you.



In-House Training Specialists

We've empowered thousands of professionals with practical, skills-based training courses across a wide range of sectors. Our in-house training is designed to meet the unique needs of your organisation, ensuring legal compliance, addressing industry challenges, and keeping pace with technological developments. Each course is crafted to deliver real-world value, enhancing the expertise and confidence of your team.

Our off-the-shelf courses are Certified and CPD Accredited, offering a comprehensive suite of topics that you can customise to fit your training objectives. Whether you're looking to improve understanding in areas like copyright, data protection, or information governance, our courses are created with your organisational context in mind.

Looking for something more specific?

We also develop bespoke training solutions tailored to your organisation's exact requirements. Although these sessions are not CPD UK Accredited, they are Certified by Naomi Korn Associates, giving your team access to tailored, high-quality training designed just for them.

naomikorn.com/training

UK Registered Learning Provider (UKPRN: 10096310)

100% Positive Feedback



"It was a pleasure to collaborate with Naomi Korn Associates to deliver Copyright Essentials and Copyright Insights training sessions for University of London staff. The training was tailored to meet the needs of our staff, resulting in highly relevant and impactful sessions. The feedback has been overwhelmingly positive, with many expressing appreciation for Naomi's clarity in explaining complex concepts and addressing context-specific queries."



Ishanki De Mel, University of London, 2024



Copyright Basics

Copyright

Beginner

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

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Overview

Copyright grants creators the exclusive right to control the use of their original work. If you're wondering how long copyright lasts, what it protects, or you're planning to publish content online, this course is for you. This half-day session provides a foundational understanding of copyright principles and responsibilities, perfect for those needing a basic grasp of copyright laws.

Who is the Course For?

This course is ideal for individuals who require a basic understanding of copyright, including creators, content managers, marketers, and anyone responsible for publishing or managing original works online.

Why Attend?

- Learn copyright basics for confident navigation of legal rights.
- Understand the types of copyright protected works..
- Identify authorship, ownership, and duration of copyrights.
- Explore copyright exceptions, especially in libraries and cultural heritage organisations.
- Discover orphan works and Creative Commons licences.
- Apply knowledge through case studies for practical insights.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Copyright Basics for Creators

Copyright

Beginner

3 CPD Points



UK Registered
Learning Provider
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ASSOCIATES

Overview

Copyright grants creators the exclusive right to control the use of their original work. If you're wondering how long copyright lasts, what it protects, or you're planning to publish content online, this course is for you. This half-day session provides a foundational understanding of copyright principles and responsibilities, perfect for those needing a basic grasp of copyright laws.

Who is the Course For?

This course is ideal for individuals who require a basic understanding of copyright as a creator, including artists, writers, photographers, designers, content creators, journalists, and anyone responsible for creating, publishing or managing original works online.

Why Attend?

- Understand copyright and moral rights.
- Learn the role of licensing and assignments within the context of commissions.
- Assess how to use works by others using licences or exceptions.
- Learn about primary and secondary rights and how licensing partners can help you.
- Identify how to protect and enforce your copyright.
- Analyse case studies as they apply to different situations.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
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Fees outlined on request.

Copyright Essentials

Copyright

Beginner

6 CPD Points



UK Registered
Learning Provider
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Overview

This comprehensive course offers a practical introduction to copyright, essential for any organisation aiming to protect and commercialise their assets or use third-party content. It also provides a brief overview of other forms of intellectual property.

Who is the Course For?

This course is for professionals managing intellectual property, such as legal teams, content creators, and marketing managers, or anyone looking to better understand copyright and its practical applications.

Why Attend?

- Learn copyright basics including duration, protection, and ownership of rights.
- Understand different types of copyright protected works and their place within Intellectual Property Rights.
- Explore copyright exceptions relevant to your specific context.
- Learn how to handle copyright infringements effectively.
- Understand the role of licences in managing copyright.
- Discuss Creative Commons licences and funders' requirements.
- Gain insights into copyright issues related to social media.
- Explore orphan works and how to manage them.

Course Details:

- 7 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Data Protection Basics

Data Protection

Beginner

3 CPD Points



UK Registered
Learning Provider
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Overview

This course equips participants with the knowledge and skills to effectively navigate data protection in real-world situations. Attendees will gain a clear understanding of the UK's key data protection laws, including the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

Who is the Course For?

This course is ideal for professionals handling personal data, such as data protection officers, compliance managers, IT staff, and legal advisors, or anyone looking to understand UK data protection laws.

Why Attend?

- Gain an overview of key data protection legislation to ensure compliance.
- Understand essential concepts such as personal data, special categories, and lawful basis.
- Learn compliance requirements for effective data protection practices.
- Identify and respond to information requests efficiently.
- Recognise, manage, and respond to data breaches to minimise risks.
- Apply Data Protection Principles in practical, real-world situations.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
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Fees outlined on request.

Data Protection Essentials

Data Protection

Beginner

6 CPD Points



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Overview

This practical course equips participants with the knowledge and skills to navigate data protection in real-world scenarios, covering key UK legislation, including the UK GDPR and Data Protection Act 2018.

Who is the Course For?

This course is ideal for participants at all levels, especially those in compliance roles or leadership positions. It provides the skills and insights needed to ensure legal data protection compliance and promote responsible data handling within your organisation.

Why Attend?

- Understand the background of data protection law and key legislation.
- Learn key definitions: personal data, special category data, and lawful basis.
- Gain an overview of data protection principles and compliance requirements.
- Understand the role and responsibilities of a Data Protection Officer.
- Explore lawful basis and consent management strategies.
- Understand data rights, including right of access and the right to be forgotten.
- Learn the process for handling data rights, particularly data subject access requests.
- Discover the content and importance of privacy notices.
- Understand the roles of data controllers and processors.
- Embrace a privacy-by-design culture and learn how to conduct Data Privacy Impact Assessments.
- Identify, manage, and respond to data breaches with confidence.
- Know when and how to engage with the Information Commissioner.

Course Details:

- 7 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
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Fees outlined on request.

Copyright Licensing

Copyright

Intermediate

3 CPD Points



UK Registered
Learning Provider
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Overview

Licences are the tool used by rights holders to enable the reuse of their intellectual property assets. This detailed intermediary course provides a solid grounding in how licences are intrinsic to the use and the protection of copyright works.

Who is the Course For?

This course is ideal for professionals responsible for managing intellectual property, including licensing agreements.

Why Attend?

- Understand the role of copyright licensing in various contexts.
- Differentiate between transactional, open, and collective licensing.
- Explore how collective licensing bodies function and the types of rights holders they represent.
- Gain insight into open access licensing, including Creative Commons.
- Discuss key issues related to eBook licensing.
- Learn the importance of proper documentation and sharing information about copyright licences within your organisation.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
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Fees outlined on request.

Creative Commons Licensing

Copyright

Intermediate

3 CPD Points



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Learning Provider
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Overview

Creative Commons Licences are widely used to share and repurpose copyright-protected content, especially with public funding. This course covers the implications of each licence type, highlighting both the benefits and risks of their use.

Who is the Course For?

This course is for participants who wants to increase their understanding of Creative Commons licences, including compliance with public funders open licensing requirements.

Why Attend?

- Refresh your understanding of copyright ownership and licensing principles.
- Explore the foundations of open access.
- Learn how Creative Commons licences work and how to apply them.
- Analyse the seven types of Creative Commons licences.
- Weigh the pros and cons of using Creative Commons licences.
- Apply knowledge to make content available under a Creative Commons licence.
- Understand funders' open licensing requirements.
- Discuss commercial and non-commercial use in the context of Creative Commons licences.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
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Fees outlined on request.

Exceptions to Copyright

Copyright

Intermediate

3 CPD Points



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Learning Provider
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Overview

This course delves into the exceptions to copyright as defined by the Copyright, Designs and Patents Act 1988, exploring how these exceptions can be used in various contexts. It is designed to help participants understand when and how they can legally use copyright-protected works without seeking permission from rights holders.

Who is the Course For?

This course is ideal for individuals who need to apply UK copyright exceptions in their work, particularly those in cultural heritage and educational sectors.

Why Attend?

- Refresh your knowledge about key principles of copyright.
- Interrogate the principles underpinning the exceptions to copyright.
- Analyse the difference between the exceptions to copyright and licences.
- Discuss how the exceptions operate internationally.
- Explore the meaning of Fair Dealing.
- Interrogate the main exceptions to copyright outlined in the CDPA 1988 and how the exceptions can be applied.
- Analyse risk management when considering the use of the exceptions.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Managing Orphan Works

Copyright

Intermediate

3 CPD Points



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Learning Provider
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Overview

Orphan works, with unknown or untraceable rights holders, pose challenges for digitisation and publication. This workshop examines the issue, its causes, and strategies for managing and using these works, while helping participants plan their next steps.

Who is the Course For?

This half-day intermediate course is ideal for professionals looking to enhance their understanding of orphan works management and implement best practices within their organisation. It is especially beneficial for those working in museums, libraries, and archives.

Why Attend?

- Confidently identify various types of data subject requests.
- Understand key data subject rights, including DSARs and the right to be forgotten.
- Calculate response timescales for data requests.
- Learn about exemptions and when they apply.
- Be aware of special requirements for handling children's data.
- Understand the process for internal reviews.
- Learn about the right to appeal and the role of the ICO.
- Explore best practices for reporting and managing requests.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Commercial Licensing

Copyright

Intermediate

3 CPD Points



UK Registered
Learning Provider
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Overview

Commercial Licensing is the process of licensing the use of Intellectual Property (IP) assets such as a trade mark or a copyrighted work. It can be a lucrative source of income. This course uses case studies, scenarios and discussions to enable you to navigate the steps required to develop the commercial potential of your assets.

Who is the Course For?

This intermediate course is aimed at participants whose responsibilities include product development, brand and copyright licensing, managing stills and/or film libraries and trade mark management.

Why Attend?

- Explore potential revenue streams and assess associated costs to ensure a return on investment.
- Learn how to protect your IP assets, including the process for registering trademarks and using contractual clauses.
- Identify suitable licensing partners and determine which are appropriate for your business.
- Develop a clear plan for your next steps in commercialising your assets.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Copyright and Audio-Visual Content

Copyright

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

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Overview

Copyright in audio visual material such as film and sound recordings is complicated due to the layers of rights that need to be considered. This course examines the copyright and other rights issues inherent in audio visual works and how they may be used and licensed.

Who is the Course For?

This intermediate level course is designed for participants who work with film and/or sound recordings. It is designed to help them learn more about how copyright relates to audio visual material. Participants should already have a basic understanding of copyright.

Why Attend?

- Explore rights issues unique to broadcasts, films, scripts, music, and sound recordings.
- Understand copyright exceptions related to audio-visual content.
- Assess the risks involved in using orphan audio-visual works.
- Apply rights management terminology effectively to audio-visual content.
- Navigate licensing challenges in securing rights clearance for audio-visual materials.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Copyright and Commissioning

Copyright

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

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Overview

Copyright arises when content is commissioned, so it's crucial to use contracts that clarify ownership and usage. This course covers practical tools and frameworks to help you manage copyright when working with artists, photographers, filmmakers, musicians, designers, or writers.

Who is the Course For?

This intermediate course is designed for professionals responsible for commissioning work where copyright is involved. It's ideal for those with a basic understanding of copyright who want to ensure proper management of copyright ownership and usage.

Why Attend?

- Gain a clear understanding of how copyright and other IP arise in commissioned content.
- Learn to view copyright issues from the commissioned party's perspective.
- Understand key IP principles used in contracts.
- Select and implement IP clauses tailored to your organisation's needs, including the commercial use of commissioned content.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
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Fees outlined on request.

Copyright and Volunteer Management

Copyright

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

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Overview

The cultural heritage sector relies on volunteers. However, volunteers do not have the same legal status as employees in terms of copyright. This means that a good understanding of the legal rights and responsibilities around copyright is integral to managing volunteer roles.

Who is the Course For?

This half day intermediate course will be suitable for anyone who is responsible for managing or supervising volunteers.

Why Attend?

- Understand the legal status of copyright in volunteer-created content.
- Learn to identify and manage assignments and licensing of volunteer rights.
- Explore moral rights, crediting, and their application to volunteers.
- Develop strategies to manage rights in volunteer-created content.
- Discover options for re-using content produced by volunteers.
- Learn how to protect both your rights and those of volunteers.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Crown and Parliamentary Copyright

Copyright

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

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Overview

Crown copyright covers material created by civil servants, ministers, and government departments, while Parliamentary copyright applies to works from the House of Commons or Lords. This intermediate course explains the distinct rules governing both types of copyright.

Who is the Course For?

This course is for anyone involved in the acquisition, collections management, creation, commissioning, use and sharing of Crown and or Parliamentary copyright works.

Why Attend?

- Understand the definitions and evolution of Crown and Parliamentary copyright.
- Explore the range of works protected, including War Artist Commissions.
- Learn about the duration of Crown and Parliamentary copyright.
- Analyse the relationship between Crown copyright and Delegation of Authority.
- Gain insights into the Open Government Licence (OGL) and its application.
- Discuss exemptions for specific Crown materials under the OGL.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

AI, Copyright and Cultural Heritage

Copyright

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

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ASSOCIATES

Overview

Generative AI provides many new opportunities to analyse and research your collections or create interactive experiences — but there are several copyright and ethical risks to navigate. You'll gain an understanding of the copyright-related AI debates, and learn how to apply practical strategies to reduce the legal and ethical risks.

Who is the Course For?

This course is for anyone looking for solid practical strategies to navigate emerging copyright risks when using artificial intelligence.

Why Attend?

- Understand the intersection of copyright and AI relating to cultural heritage organisations.
- Recognise how AI is being used across cultural heritage.
- Identify key copyright risks and responsibilities with AI.
- Explore current policies affecting the UK and consider what might change in terms of AI and copyright.
- Apply practical strategies to reduce legal and ethical risks.
- Outline your next steps and priorities.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
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Fees outlined on request.

AI and Data Protection Law: Privacy and Ethical Considerations

Data Protection

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

naomi korn
ASSOCIATES

Overview

This course explores AI's challenges to personal data and compliance with UK data protection laws (Data Protection Act 2018 and UK GDPR). It covers key principles like lawfulness, fairness, transparency, and security, along with intellectual property ownership as an ethical issue in AI. Participants will gain insights into addressing these challenges in the context of new technologies.

Who is the Course For?

This course is for professionals handling AI and personal data, such as data protection officers, legal advisors, IT specialists, and those interested in AI's ethical and legal aspects.

Why Attend?

- Understand AI and its conflict with data protection laws during model training.
- Explore privacy and ethics in the context of AI.
- Recognise challenges AI presents to processing personal data under UK law.
- Ensure accountability with UK GDPR when developing or using AI tools.
- Manage the impact of AI decisions on individuals and their rights.
- Implement tools for ethical AI use and improve internal governance.
- Identify intellectual property challenges associated with AI and raise awareness.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Data Protection Law:

Archives, Museums and Library Collections

Data Protection

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

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Overview

This course offers a practical approach to understanding data protection within the context of archives and museums. Participants will learn how to navigate data protection challenges in real-world scenarios and gain a clear understanding of key UK data protection laws (UK GDPR and the Data Protection Act 2018) as they apply specifically to archives and museums.

Who is the Course For?

This course is designed for professionals working in archives, museums, and cultural heritage institutions, including archivists, curators, records managers, and compliance officers who handle personal data and need to ensure adherence to UK data protection laws.

Why Attend?

- Understand key data protection laws like UK GDPR and the Data Protection Act 2018 as they relate to archives.
- Learn the definition of personal data in the context of archived information.
- Grasp the legal basis for archiving and how it applies.
- Understand compatible processing and its relevance to archiving.
- Learn safeguards for processing special category data.
- Apply the storage limitation principle in an archiving setting.
- Address security issues relevant to archives and museums.
- Explore data subject rights such as access and the right to be forgotten in archiving.
- Understand archiving exemptions and their practical implications.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Data Protection Rights

(focused on Data Subject Access Requests)

Data Protection

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

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Overview

This course explores the management of Data Subject Access Requests (DSARs) with scenarios that guide participants through the essential steps involved in handling requests compliantly.

Who is the Course For?

This course will benefit participants seeking a practical course to help understand their responsibilities when individuals exercise their rights under data protection law.

Why Attend?

- Confidently identify various types of data subject requests.
- Understand key data subject rights, including DSARs and the right to be forgotten.
- Calculate response timescales for data requests.
- Learn about exemptions and when they apply.
- Be aware of special requirements for handling children's data.
- Understand the process for internal reviews.
- Learn about the right to appeal and the role of the ICO.
- Explore best practices for reporting and managing requests.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
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Fees outlined on request.

Information Security and Data Breach Management

Data Protection

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

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Overview

This course offers a practical understanding of data protection security, covering key UK legislation (UK GDPR and Data Protection Act 2018) and its link to information/cybersecurity. It focuses on compliance areas like technical security controls, data breach response, and reporting to the ICO, with real-world scenarios to explore practical applications.

Who is the Course For?

This course will benefit practitioners looking for a practical course which focuses on the Principle of Integrity and Confidentiality (Security) and Data Breach Management.

Why Attend?

- Gain a clear understanding of the UK GDPR Security Principle.
- Learn the basics of the Confidentiality, Availability, and Integrity (CIA) triad.
- Explore various technical, physical, and operational security measures.
- Grasp key technical terminology for data protection and security.
- Understand disaster recovery and business continuity objectives.
- Identify what constitutes a data breach and how to assess incidents.
- Learn when and how to report breaches to the ICO, including timescales.
- Discuss handling breaches by data processors.
- Discover effective methods for raising awareness within organisations.
- Ensure compliant record keeping for data protection and breach management.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
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Fees outlined on request.

Information Sharing, Data Processors and Contracts

Data Protection

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

naomi korn
ASSOCIATES

Overview

Understand the essentials of Data Sharing Agreements and Data Processing Addendums, focusing on the relationship between Data Processors and Controllers. This course covers key steps and legal considerations with practical examples, ideal for those managing or overseeing data processing and sharing.

Who is the Course For?

This course is for professionals managing data protection and compliance, including data protection officers, legal advisors, and compliance officers, focusing on Data Sharing Agreements, Data Processing Addendums, and Controller-Processor relationships.

Why Attend?

- Understand the relationship between Data Processor, Controller, and Data Subject.
- Recognise the distinct responsibilities of data processors and controllers.
- Learn the importance of lawful basis in information sharing.
- Connect data protection principles to data sharing and compliance.
- Understand considerations and requirements for preparing to share data.
- Follow practical steps for data sharing and retention.
- Know the required contents of Information Sharing Agreements and Data Processing Addendums/Contracts.
- Be familiar with the Data Sharing Code of Practice.
- Conduct due diligence on data processors, focusing on security.
- Understand the importance of data protection in procurement processes.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Lawful Digital Marketing and Consent

Data Protection

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

naomi korn
ASSOCIATES

Overview

This half-day course covers key regulations for lawful electronic marketing, including PECR and UK GDPR. Learn when consent is needed, how to demonstrate compliance, and how these laws work together. Real-life examples and case studies provide clear guidance on obtaining valid consent, including for cookies.

Who is the Course For?

This course is ideal for professionals in creative, IT, or compliance roles, across various organisations. It's designed for those with a solid understanding of UK GDPR who want to deepen their knowledge of lawful electronic marketing and compliance.

Why Attend?

- Understand the key UK legislation governing electronic marketing compliance.
- Learn the relationship between PECR and UK GDPR in the context of digital marketing.
- Know when and how to obtain valid consent for lawful digital marketing.
- Differentiate between service messages and direct marketing communications.
- Gain insights on collecting and managing consent, including for cookies.
- Assess and improve consent collection practices for compliance.
- Learn how to respond to individuals' rights related to electronic marketing.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Privacy by Design

Data Protection

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

naomi korn
ASSOCIATES

Overview

This practical course will help participants understand the requirements of Privacy by Design and Data Protection Impact Assessments (DPIA)s. The course uses mock examples of a DPIA to walk through the necessary steps and legal considerations.

Who is the Course For?

This course is for data protection officers, compliance managers, and privacy professionals responsible for implementing Privacy by Design and conducting DPIAs.

Why Attend?

- Understand Data Protection by Design and its importance.
- Recap lawful bases and key definitions in data protection.
- Learn how to complete a DPIA effectively.
- Understand the required DPIA content for compliance.
- Know when to consult Data Subjects or the ICO.
- Distinguish between Data Processor and Controller roles.
- Be aware of security considerations for new systems and processes.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

The Freedom of Information Act and Environmental Information Regulations

Data Protection

Intermediate

3 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

naomi korn
ASSOCIATES

Overview

This course explores the management of Freedom of Information Requests (FOIs) with scenarios that guide participants through the essential steps involved in handling requests compliantly.

Who is the Course For?

This course will benefit participants seeking a practical course to help understand their responsibilities when individuals exercise their rights under Freedom of Information and also includes Environmental Information Regulations.

Why Attend?

- Gain a historical understanding of access to information legislation.
- Learn the differences between Freedom of Information (FOI) requests, Environmental Information Requests (EIR), and data rights requests.
- Understand which organisations the legislation applies to and its scope.
- Learn what makes a request valid under FOI and EIR.
- Understand the process for handling requests, including timelines and internal reviews.
- Explore when a request can be refused and the meaning of vexatious requests.
- Understand exemptions (FOI) and exceptions (EIR) and how they apply.
- Learn about the right to appeal and the potential role of the ICO.

Course Details:

- 3.5 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Copyright and Digital Preservation

Copyright

Intermediate

6 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

naomi korn
ASSOCIATES

Overview

Copyright encounters various issues related to digital preservation. Designed for professionals involved in the management, preservation, and dissemination of digital content, the course explores the legal and practical challenges of copyright and licensing in the digital realm.

Who is the Course For?

This intermediate course is aimed at participants looking to gain a thorough understanding of key legal principles, risk management strategies, and best practices for ensuring compliance while maximizing the usability of preserved digital content.

Why Attend?

- Understand copyright and its relevance to digital preservation.
- Explore copyright-protected works and intellectual property rights.
- Manage copyright challenges in social media preservation.
- Understand the role of licences.
- Explore the use of digital asset management systems in copyright management.
- Understand and address issues related to 'orphan works'.
- Identify copyright exceptions in the context of digital preservation and access.
- Address copyright infringement in digital preservation projects.

Course Details:

- 6 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Advanced Certificate in Copyright

Copyright

Advanced

12 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

naomi korn
ASSOCIATES

Overview

This course offers a detailed guide to implementing and managing copyright compliance within an organisation. It builds on participants' existing knowledge, focusing on the key requirements for establishing and managing a successful copyright/IP compliance program, ensuring optimal access and protection of copyright and IP assets.

Who is the Course For?

This course is aimed at individuals who have completed our Intermediate Certificate (or equivalent) or are existing Copyright/IP Officers Information Governance Managers, copyright leads and similar professionals.

Why Attend?

- Synthesise next steps for developing a governance framework to support copyright compliance.
- Analyse the origins and justifications of copyright legislation, balancing creators' rights and public access.
- Evaluate the impact of international copyright frameworks on UK legislation and interpretation.
- Interpret recent UK case law and its effect on copyright management and compliance.
- Map key departments, teams, and individuals engaging with copyright/IP and how they interact within the organisation.
- Align strategic objectives with policy development, including headline issues for a copyright/IP policy.
- Develop an implementation plan for copyright/IP policy and a training needs analysis.
- Define copyright infringement, remedies, and the role of a notice and take down procedure.
- Construct an accountability framework and requirements for an IP/copyright lead.

Course Details:

- 14 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
- A certificate relevant to the course taken.
- CPD Points via CPD UK for each accredited course.
- A digital badge to highlight their participation in the course online.

Fees outlined on request.

Advanced Certificate in Data Protection

Data Protection

Advanced

12 CPD Points



UK Registered
Learning Provider
(UKPRN: 10096310)

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ASSOCIATES

Overview

This course provides an in-depth guide to managing data protection compliance, designed for those who have completed our Intermediate Program or are Data Protection Officers, Information Governance Managers, or similar professionals. It builds on existing knowledge to ensure successful implementation and management of privacy and data protection programs.

Who is the Course For?

This course is for Data Protection Officers, Information Governance Managers, and professionals responsible for managing data protection compliance who have completed our Intermediate Program or equivalent.

Why Attend?

- Understand data protection law and apply lessons from legal cases and ICO actions to organisational strategies.
- Define the ICO's role and key organisational roles, including Data Protection Officers and Senior Information Risk Owners, and their link to senior management.
- Integrate data protection into business practices by building relationships, fostering training, and raising awareness.
- Evaluate privacy frameworks, procurement, and leadership roles in managing privacy risks and compliance.
- Develop KPIs and action plans to improve compliance and drive sustainable change.
- Plan for data breaches with immediate response and long-term recovery strategies.
- Assess organisational compliance and implement measures to improve accountability.

Course Details:

- 14 Hour course
- Updated factsheets and handouts prior to the sessions
- Plenty of opportunities to ask questions during the sessions.
- Links to authoritative resources during the sessions.
- A copy of the PPT slides for the session attended.
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Fees outlined on request.

Participant Feedback

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100%
**Positive
Feedback**

Reflecting the high satisfaction and value our services consistently deliver.

Copyright Basics



“It was a very clear and engaging course which applied copyright to scenarios in very digestible and relatable way!”



Sophie Gresswell, University of Bedfordshire
Copyright Basics Participant 2025

Commercial Licensing



“I'm responding for the commercial licensing course but I actually did the full Intermediate Copyright [Certificate], which I found fascinating... I felt confident by the end that I could go back to my organisation and speak coherently on the subject.”



Sophie Gresswell, University of Bedfordshire
Copyright Basics Participant 2025

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