



IT MANAGEMENT AND CYBER SECURITY

Cyber Security for Non-IT Professionals

Course code: IMCS-004

SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

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— Workshop Overview

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.

Why Attend

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

Who Should Attend

Managers and Supervisors
Administrative Staff
HR Professionals
Finance and Procurement Staff
Operations Personnel
Project Managers
Any non-IT employee seeking cyber security

— Learning 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
- Understand business continuity and disaster recovery basics
- Strengthen personal and organizational cyber awareness

— Course Outline

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
- Common attack vectors
- Introduction to malware

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

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

— Upcoming Classroom Dates

DATE	LOCATION	FEE
5 - 9 October 2026	Barcelona - Spain	€2,100
12 - 16 October 2026	Munich - Germany	€2,125
9 - 13 November 2026	Kuala Lumpur - Malaysia	€1,400
16 - 20 November 2026	Amsterdam - Netherlands	€2,100
7 - 11 December 2026	London - United Kingdom	€2,125
14 - 18 December 2026	Paris - France	€2,200
21 - 25 December 2026	Istanbul - Türkiye	€2,100
4 - 8 January 2027	Amsterdam - Netherlands	€2,125

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.