Arabian Institute For Training

Data Governance, Protection and Compliance Management

Why Attend

- Data Governance and Compliance is the specification of decision rights and an accountability framework to encourage desirable behavior in the valuation, creation, storage, use, archiving and deletion of information. It includes the processes, roles, standards and metrics that ensure the effective and efficient use of information in enabling an organization to achieve its goals. The General Data Protection Regulation (GDPR) is coming into law across Europe in 2018 and will lead to major changes to Privacy and Data Protection around the world.
- This course provides participants with in-depth knowledge in Data Governance, Privacy and Data Protection and practical skills to help manage, plan, support, analyze, and deliver an ever-growing volume of data and information within their organizations. The course addresses international best practices, industry regulations, legal requirements, information compliance, auditing and cyber security standards.
- More specifically, the course covers best practices and international standards including ISACA, ISO 8000 - International Data Management Standards, Data Analysis, Data Analytics, Big Data, Database, Data Warehouse, Reporting, Information Compliance, Data Security based on ISO27001 – Information Security, Master Data Management (MDM), Metadata Management & Records Management Compliance. The course also reviews Privacy and General Data Protection Regulation (GDPR) and references cases of major data breaches such as Facebook and Cambridge Analytica.
- As part of the course, participants conduct group and individual exercises and learn from industry best practice case studies. The best practice can be applied to improve data management within their own organizations.

Course Methodology

- The material used in the training course will be based on exercises as well as regional and international case studies. Participants will frequently work in pairs with one another as well as in larger teams.

Course Objectives

By the end of the course, participants will be able to:

- Understand how data and information can be managed more efficiently and effectively within organizations to tackle Privacy, Data Protection and Cyber Security threats and risks
- Recognize Data Governance controls, policies and strategies to capture, manage and securely dispose of business data and records
- Develop action plans to manage information compliance, audits, legislation and regulations through review of information and information management controls
- Set up and implement a Data Governance project, including addressing roles and responsibilities, risk management and improving business processes
- Manage data to international best practices ISACA, ISO 8000 - International Data Management Standards, Privacy and Global Cyber Security

Target Audience

- This course is suitable for IT professionals, document controllers, auditors, site administrators, general management and anyone tasked with managing and protecting data and information. This also includes professionals already familiar and involved with data management and seeking to build on their fundamental principles of managing data, information and records.

Target Competencies

- Data Governance
- Information Security Management
- Data Compliance
- Managing Data
- Data Management Policies and Procedures

International Data Management Standards

- Introduction to Data Governance and Management
- Managing Structured and Unstructured Data
- Data Lifecycle Management (DLM)
- Master Data Management (MDM)
- ISO 8000 - Information and Data Quality
- Data Management Skills and Responsibilities

Compliance, Regulations, Data Security and ISO 27001

- Data Governance Management Standards and Compliance
- ISACA Auditing Standards
- General Data Protection Regulation (GDPR) and Privacy
- Document and Records Management Compliance
- ISO27001 Information Security and Cyber Security

Analysis, Analytics, Mining and Reporting

- Data Analysis
- Data Modelling
- Data Analytics
- Business Intelligence (BI) Reporting
- Data Mining
- Management Reporting
- Business Process Modelling
- Data Flow Diagrams (DFDs)

Data Governance IT Solutions

- Enterprise Content Management Systems
- Document and Records Management
- Data Dictionary, Data Analysis and Data Mining
- Relational Databases and Indexing
- Archiving and Preservation

Developing Policy, Procedures and Action Plans

- Data Governance Management Polices
- Develop Data Lifecycle Management Procedures
- Create Data Governance Management Action Plan

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