

Cybersecurity for Educators – Course Outline

Intended Audience:

- Non-technical end users like teachers, classroom support staff, division-office, school/divisional admin

Session Length:

- 120mins / 2 hours

Participant Threshold:

- Requires a minimum of 10 participants to proceed

Course Description:

This session is designed to empower educators and school staff with the practical knowledge and habits needed to keep themselves, their students, and their organizations safe in today's digital environment. Cybersecurity doesn't require advanced technical expertise—it's about awareness, decision-making, and consistent best practices. Participants will explore everyday scenarios they encounter, from creating strong passwords to managing work accounts on shared or personal devices, and learn how to avoid common risks such as phishing emails or unsafe Wi-Fi use.

Sessions Outcomes:

At the end of this introductory session, participants will be able to:

- Create and manage strong, memorable passwords.
- Recognize when to use work email vs. personal email.
- Safely access work systems from home or personal devices.
- Understand risks of using work accounts on shared devices.
- Identify safe practices when using public Wi-Fi.
- Apply best practices for digital interactions with students and families.
- Recognize common cyber threats and respond appropriately.

Did You Know?

MERLIN can customize training events for your individual needs! Reach out to us to share more about the training needs of your IT, teaching, administration, or support staff.