

# GDPR Basic Awareness Printable Doc

## 1. GDPR updated

### 1. Title



**Data  
Protection  
GDPR**

Start  
the  
course

 Office of Cyber-Security  
& Information Assurance  
*Ofis van Shiclynyrs Lectraneagh as Saughys Fysseer*

 Aware  Secure  Resilient

## 1.2 learning outcomes

### Learning Outcomes

**By the end of this training you will:**

- Have developed an understanding of what GDPR is
- Be able to explain what Data Protection means for you, and what it means in practice
- Be aware of who does what in relation to GDPR

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## 1.3 What is GDPR

### What is GDPR?

GDPR stands for General Data Protection Regulation



The General Data Protection Regulation became law in the Isle of Man in 2018



The legislation aims to give us more control over our data



It also places greater responsibility on organisations to be open and transparent about how they use personal data



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## 1.4 What does data protection mean to me?

### What does Data Protection mean for us?

When we complete a tax return, open a bank account or make a purchase online we share our personal data with the organisation who is going to provide us with goods or services.

Once the organisation has our personal data, we would expect that they...

The infographic features a central circular icon of a man with a beard and brown hair. Four blue speech bubble-like shapes radiate from this center, each containing a data protection principle:

- Top-left: Tell us if it's going to be shared with anyone else
- Top-right: Only collect and keep the personal data necessary to complete the transaction
- Bottom-left: Keep it secure
- Bottom-right: Keep accurate records and dispose of them securely when they are no longer needed

At the bottom left is the logo for the Office of Cyber Security & Information Assurance, with the tagline 'Be Aware. Be Secure. Be Resilient.' and icons for a laptop, a padlock, and a shield. At the bottom right are two square navigation buttons with left and right arrows.

## 1.5 Why do I need to understand this?



### 1.6 Why do I need to understand this 3?

Why do I need to understand this?

In our role, working for the Isle of Man Government, we also need to play our part in making sure that any personal data we process is treated the same way that we expect our own data to be treated.



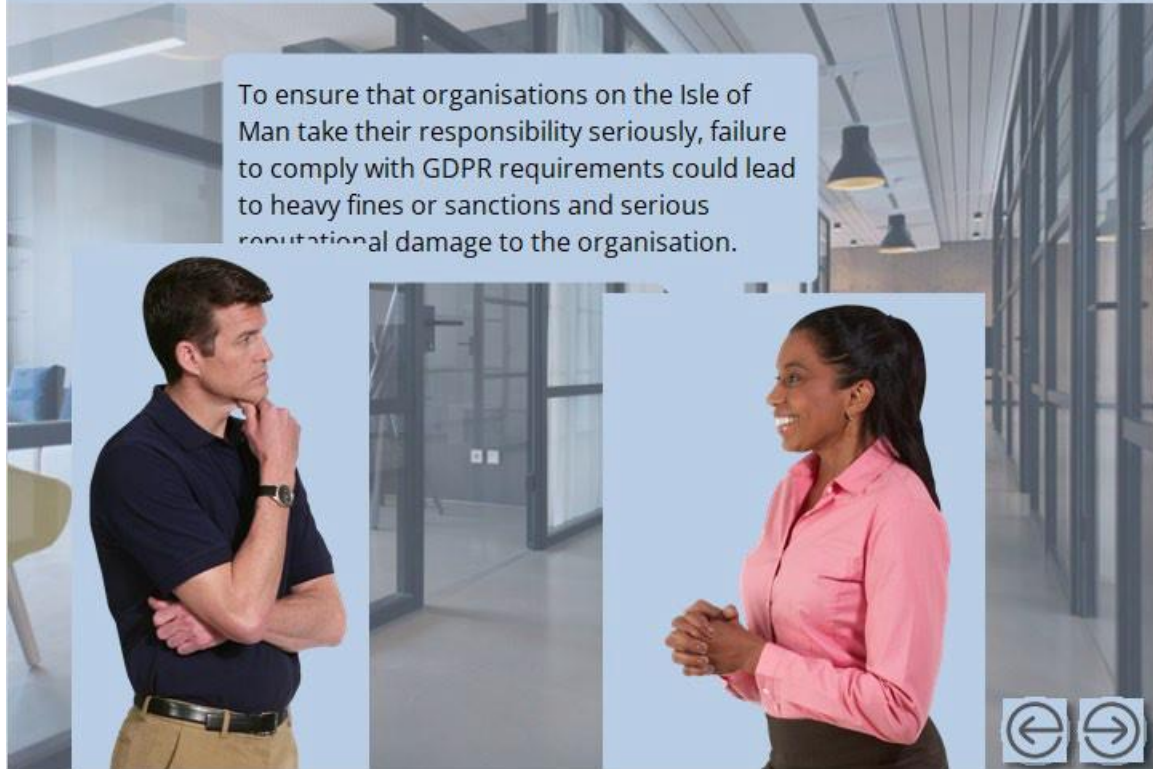
Navigation icons: back and forward arrows.



## 1.7 Why do I need to understand this 2 ?

Why do I need to understand this?

To ensure that organisations on the Isle of Man take their responsibility seriously, failure to comply with GDPR requirements could lead to heavy fines or sanctions and serious reputational damage to the organisation.



Navigation icons: left arrow and right arrow.

## 1.8 What do I need to know?

## What is Personal Data?

What do I need to know?      What is Personal Data?

Personal data is any information which relates directly or indirectly to an identified or identifiable person.

This information includes anything that is factual, or a personal opinion or expression of intention about that person.

Health Data

Contact Details

Criminal Record

Biometric Data

Finance Record

Online identifier

Name

Address

Location

Ethnicity

Sexuality

Religion

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Navigation icons: back and forward arrows.



## 1.9 What is personal data


What do I need to know?

What is Personal Data?

Living      Identifiable      Individual      Personal Data


The diagram consists of a light blue rectangular area. At the top left, the text 'What do I need to know?' is displayed. At the top right, the text 'What is Personal Data?' is displayed. Below these, three circles are arranged horizontally, each containing one of the words: 'Living', 'Identifiable', and 'Individual'. To the right of these circles, the words 'Personal Data' are stacked vertically. At the bottom of the blue area, there is a white footer containing the UK Government crest, the text 'Office of Cyber Security & Information Assurance', and three icons labeled 'Aware', 'Secure', and 'Resilient'. On the far right of the footer, there are two navigation arrows: a left-pointing arrow and a right-pointing arrow.

## 1.10 Reminder




**Reminder**


If you have any questions about any of our data protection policies, please speak to your Data Protection Officer




Office of Cyber Security  
& Information Assurance  
Department for Digital, Culture, Media & Sport




Aware



Secure



Resilient



## 1.11 data protection impact assessments 2

### Data Protection Impact Assessments

GDPR requires that data protection should be considered early on in any new project or change in working practice, and is a fundamental part of the project.



You should make your Data Protection Officer aware if you are working on a new project/change in working practice. They can help you to assess whether an Impact Assessment is required.





## 1.12 Data protection impact assessments


### Data Protection Impact Assessments

Examples of project where you might need to consider data protection and DPIAs:


- Making arrangements for a shared printer in a general office
- Open plan working or office sharing arrangements
- How documents are saved and accessed in Outlook or in Microsoft Word
- Launching a new online app for provision of a service
- Publishing a new externally written website
- Contracting with a new service provider or supplier where it includes processing or sharing personal data
- Putting a new CCTV monitor in place or wearing body worn cameras




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## 1.13 Pick Many

*(Pick Many, 10 points, 1 attempt permitted)*

## Personal Data

**Based on the information you have just read which of these images below do you think contains personal data?**

Click on all that apply



Submit

1/3

Correct	Choice
X	Group 1
X	Picture 3
X	computer new

### Feedback when correct:

That's right!

All of these items have an identifier on them – either direct or indirect: The Medical Record has a Medical ID; the email, although not factual, is clearly an opinion of a person; and the envelope refers to the 'HR Manager' with their address.



**Feedback when incorrect:**

All three of these are examples of personal data; the Medical Record has a Medical ID; the email, although not factual, is clearly an opinion of a person; and the envelope refers to the 'HR Manager' with their address.

**Correct (Slide Layer)**

The screenshot shows a quiz slide titled "Personal Data" with the question: "Based on the information you have just read which of these images below do you think contains personal data?" Below the question are three images: a hand holding a tablet with a medical record, a document with a large eye icon, and a document with a large envelope icon. A feedback overlay box is centered on the screen, containing the text: "Correct", "That's right!", and "All of these items have an identifier on them – either direct or indirect: The Medical Record has a Medical ID; the email, although not factual, is clearly an opinion of a person; and the envelope refers to the 'HR Manager' with their address." The overlay also has a "Continue" button. At the bottom of the slide, there is a "Submit" button and a footer with the Office of Cyber Security & Information Assurance logo and the text "Aware Secure Resilient".

## Not quite! (Slide Layer)

**Personal Data**

**Based on the information you have just read which of these images below do you think contains personal data?**

Click on all that apply

**Not quite!**

All three of these are examples of personal data; the Medical Record has a Medical ID; the email, although not factual, is clearly an opinion of a person; and the envelope refers to the 'HR Manager' with their address.



Medical record



→



CONFIDENTIAL  
Department Offices  
Address

Office of Cyber Security & Information Assurance

Aware

Secure

Resilient

Submit

1/9

## 1.14 6 principles

### What do I need to know?

GDPR is based on 7 principles that should be followed when processing personal data.

Click on the boxes to see more.



## 1.15 Principle 2

### Principle 2: Purpose Limitation

“ Personal data shall be collected for specified, explicit and legitimate purposes and not further processed in a manner **incompatible** with those purposes ”

#### Example:

A GP discloses his patient list to his wife, who runs a travel agency, so that she can offer special holiday deals to patients recovering from an illness.

Disclosing the information for this purpose would be **incompatible** with the purpose for which it was obtained.



## 1.16 Principle 1

### Principle 1: Lawful, fair and transparent

“ Personal data shall be processed lawfully, fairly and in a transparent manner in relation to the data subject ”

#### Example:

Where personal data is collected to assess tax liability or to impose a fine for breaking the speed limit, the information is being used in a way that may cause detriment to the individuals concerned, but the proper use of personal data for these purposes will not be unfair.





## 1.17 Principle 3

### Principle 3: Data Minimisation

“ Personal data shall be adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed ”

If we need to process particular information about certain individuals only, we should collect it just for those individuals – the information is likely to be excessive and irrelevant in relation to other people.

#### Example:

A recruitment agency places workers in a variety of jobs. It sends applicants a general questionnaire which includes specific questions about health conditions that are only relevant to particular occupations.

It would be irrelevant and excessive to obtain such information from an individual who was applying for an office job.



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## 1.18 Principle 7

### Principle 7: Accountability

Article 5 (paragraph 2) of General Data Protection Regulation (GDPR) requires:


The Controller to be responsible for, and be able to demonstrate compliance with the 6 data protection principles (**the accountability principle**).




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UK National Cyber Security Centre



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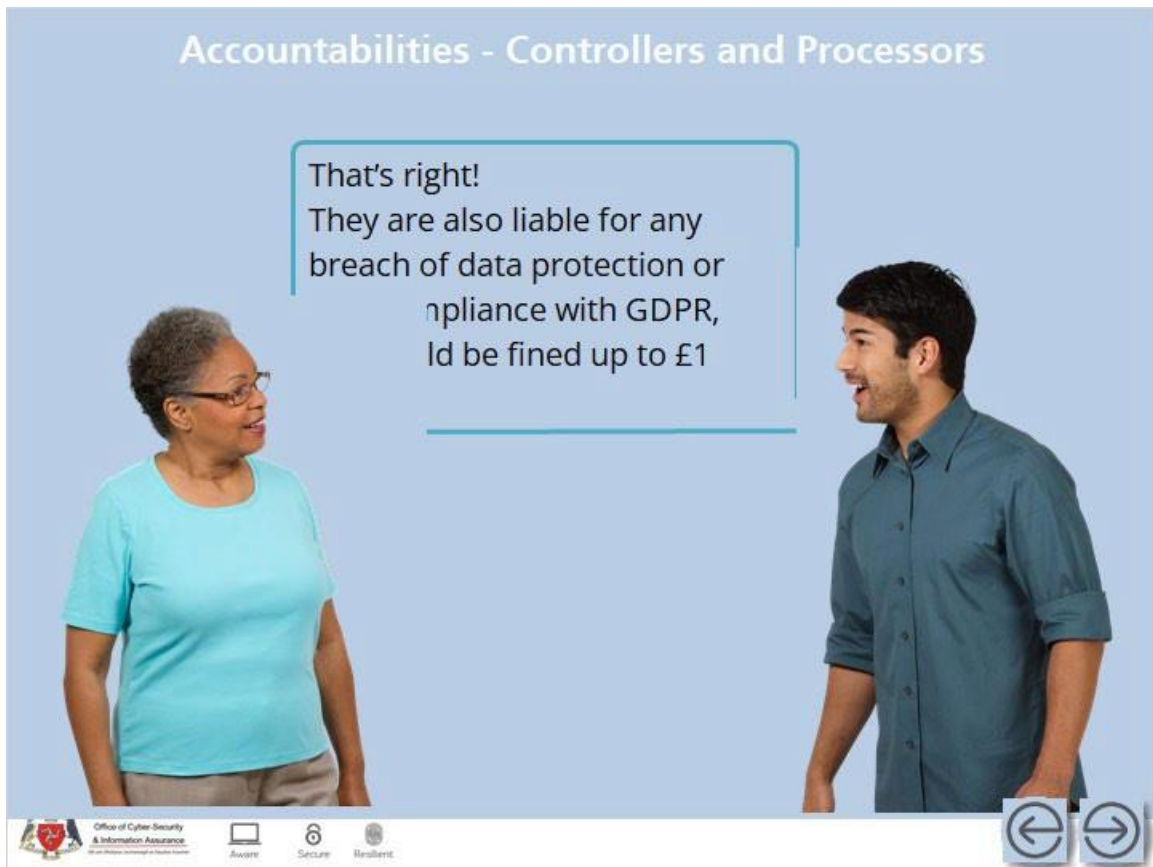
Resilient




## 1.19 Accountabilities Controllers and Processors

Accountabilities - Controllers and Processors

That's right!  
They are also liable for any  
breach of data protection or  
compliance with GDPR,  
They could be fined up to £1



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## 1.20 Principle 1

### Principle 1: Lawful Processing

When processing data we will need a legal basis, or “grounds for processing” found in Article 6 of the GDPR. These include:



## Consent (Slide Layer)

### Principle 1: Lawful Processing

When processing data we will need a legal basis, or "grounds for processing" found in Article 6 of the GDPR. These include:

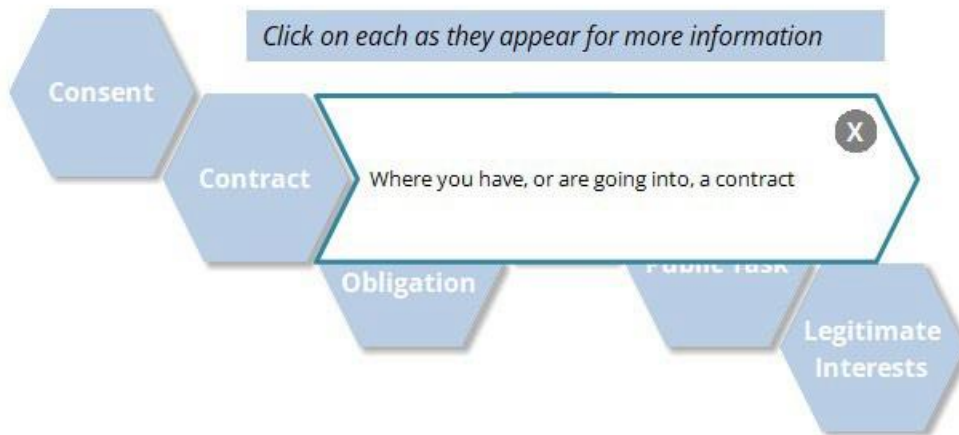




## Contract (Slide Layer)

### Principle 1: Lawful Processing

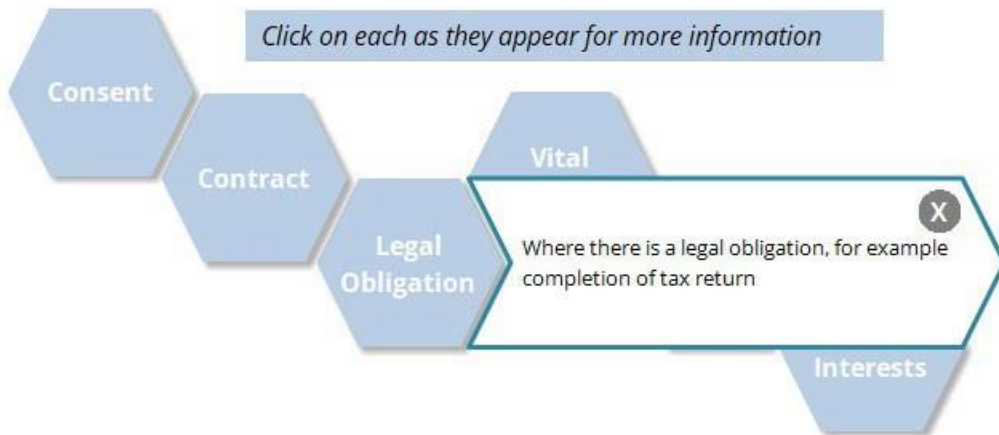
When processing data we will need a legal basis, or "grounds for processing" found in Article 6 of the GDPR. These include:



## Legal Obligation (Slide Layer)

### Principle 1: Lawful Processing

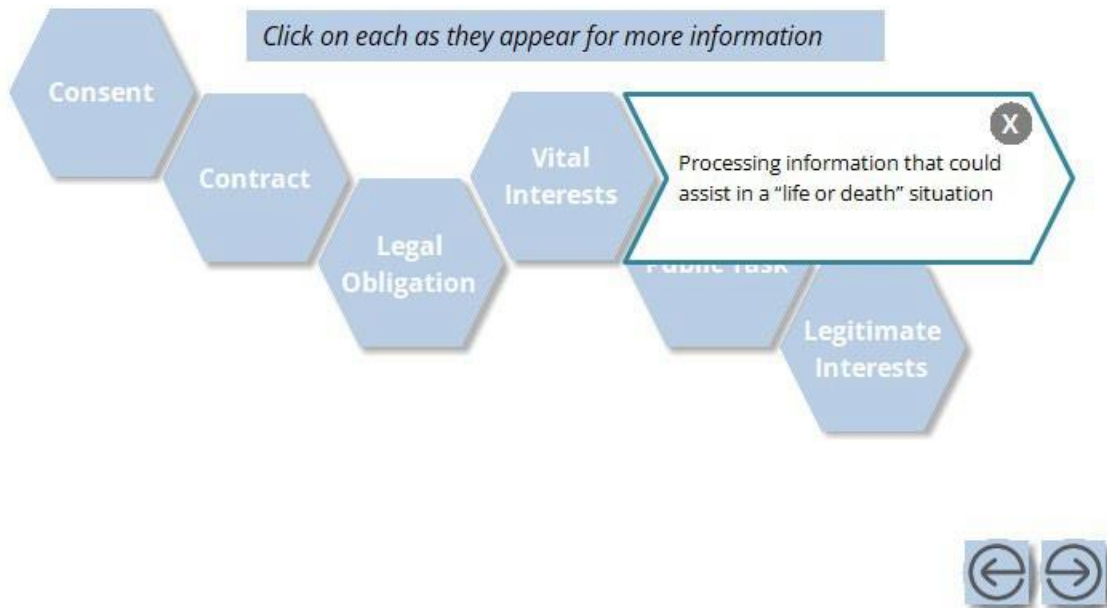
When processing data we will need a legal basis, or "grounds for processing" found in Article 6 of the GDPR. These include:



## Vital Interests (Slide Layer)

### Principle 1: Lawful Processing

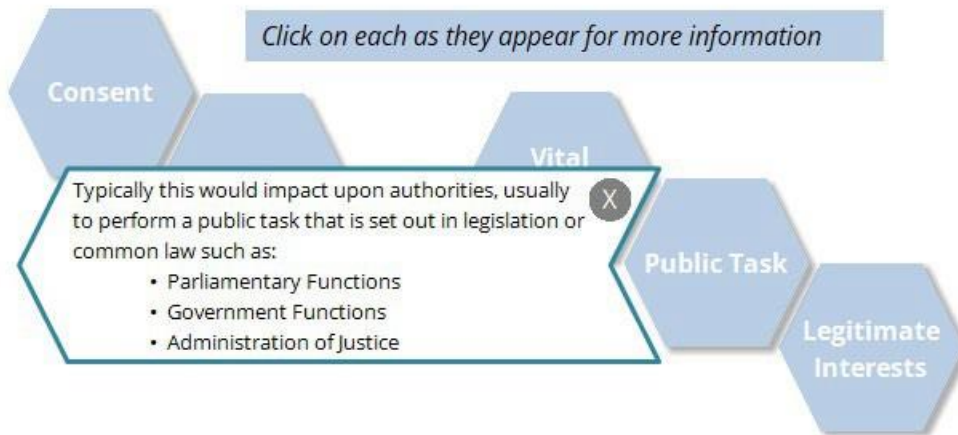
When processing data we will need a legal basis, or "grounds for processing" found in Article 6 of the GDPR. These include:



## Public Task (Slide Layer)

# Principle 1: Lawful Processing

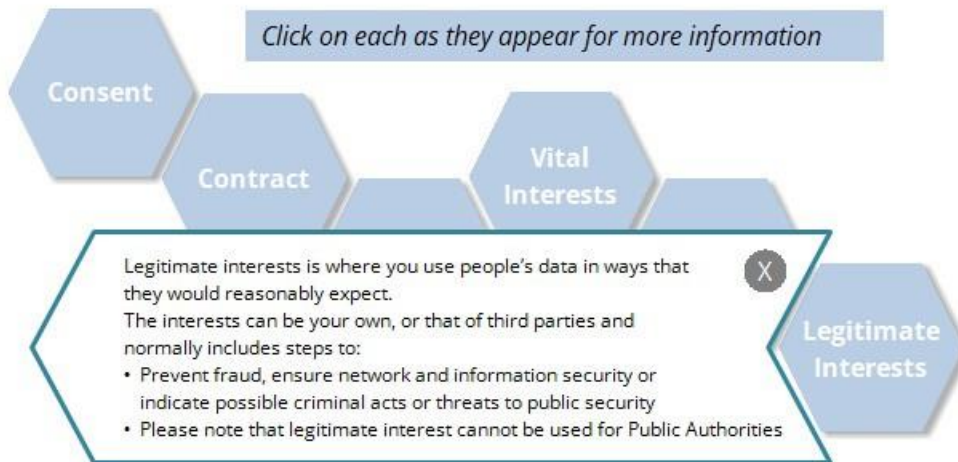
When processing data we will need a legal basis, or "grounds for processing" found in Article 6 of the GDPR. These include:



## Legitimate interests (Slide Layer)

### Principle 1: Lawful Processing

When processing data we will need a legal basis, or "grounds for processing" found in Article 6 of the GDPR. These include:



## 1.21 controllers

Who is responsible for ensuring compliance with GDPR?

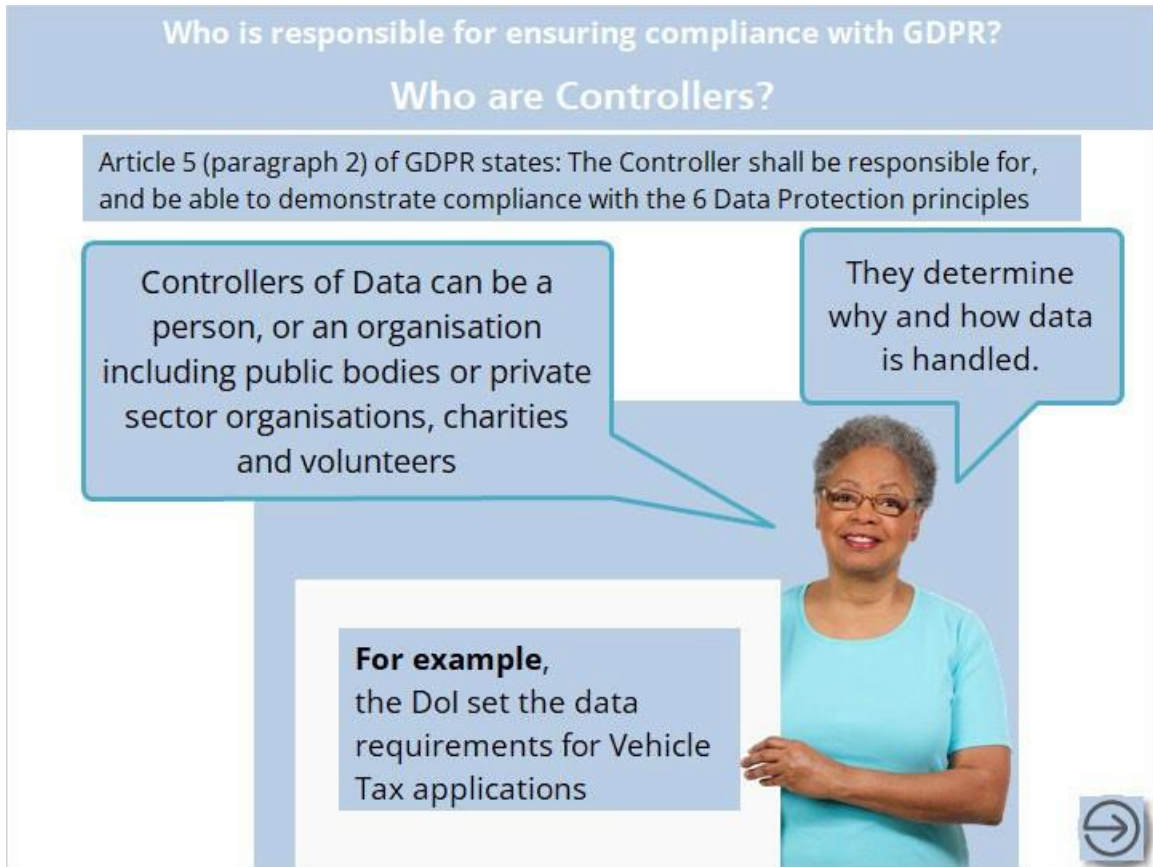
Who are Controllers?

Article 5 (paragraph 2) of GDPR states: The Controller shall be responsible for, and be able to demonstrate compliance with the 6 Data Protection principles

Controllers of Data can be a person, or an organisation including public bodies or private sector organisations, charities and volunteers

They determine why and how data is handled.

**For example,** the DoI set the data requirements for Vehicle Tax applications



The image features a woman with short grey hair and glasses, wearing a light blue t-shirt, standing and holding a white sign. The sign contains the text: "For example, the DoI set the data requirements for Vehicle Tax applications". To her left, there are two blue speech bubbles. The top one says "Controllers of Data can be a person, or an organisation including public bodies or private sector organisations, charities and volunteers". The bottom one says "They determine why and how data is handled." Above the woman, there are two blue text boxes. The top one says "Article 5 (paragraph 2) of GDPR states: The Controller shall be responsible for, and be able to demonstrate compliance with the 6 Data Protection principles". The bottom one says "Who are Controllers?". At the top of the entire graphic, there are two blue text boxes: "Who is responsible for ensuring compliance with GDPR?" and "Who are Controllers?". In the bottom right corner of the graphic, there is a small circular icon with a right-pointing arrow.



## 1.22 Principle 5

### Principle 5: Storage limitation

**In summary, this principle requires us to:**

Not keep personal data for longer than is needed

Consider, and be able to justify, how long we keep personal data

Publish our standard retention periods (also known as a retention schedule)

Periodically review the data we hold and erase or anonymise it when we no longer need it

Allow individuals the right to ask for the data to be erased if it is no longer needed



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## 1.23 Principle 4

### Principle 4: Data Accuracy

“ *Personal data shall be accurate,  
and where necessary, kept up to date.* ”

#### **In practice this means that we should:**

take reasonable steps to ensure the accuracy of any personal data

ensure that the source and status of personal data is clear

consider whether it is necessary to periodically update the information






## 1.24 Principle 6

### Principle 6: Kept Secure (Data Security)

We must ensure that we have the appropriate security measures in place to protect the personal data we hold, using appropriate technical or organisational measures.

Technical measures will include both physical as well as computer security. Examples of these include:

#### Physical security

-  Quality of doors and locks, alarms, security lighting and CCTV
-  Control of access to your building and how visitors are supervised
-  Disposal of any paper and electronic waste
-  How we keep IT equipment such as mobile devices secure

#### Computer Security

-  The security of our network and information systems
-  Data security, ensuring we have appropriate access controls in place and the data is held securely
-  Secure website and online services
-  Device security, mobile phones, laptops, tablets



## 1.25 Processing

### What is meant by processing personal data?

#### What do I need to know?

Processing is any 'operation' on personal data, either by automated means or otherwise

#### For example, this can include:

Holding	Altering
Accessing	Sharing
Archiving	Disposal



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## 1.26 processing

### Processing

#### Examples of Processing:

Collecting information with an online form to provide a service

Keeping a database of service users or applicants which includes names and addresses

Sending out a newsletter or e-mail to your Department

Reviewing or reading records

Sharing documents and records with another Department



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## 1.27 Right to access personal data

### Right to Access Personal Data

An individual who makes a request is entitled to be:

- told whether any personal data relating to them is being processed;
- given a description of the personal data, the reasons it is being processed, and whether it will be given to any other organisations or people;
- given a copy of the information comprising the data;
- and given details of the source of the data (where this is available).

An individual can also request information about the reasoning behind any automated decisions, such as a computer-generated decisions to grant or deny credit.





## 1.28 Special Categories of data

### Special Categories of Data

The GDPR refers to sensitive personal data as **special categories of personal data**, which includes the following:

- Racial or Ethnic Origin
- Political Opinions
- Religious or Philosophical Beliefs
- Trade Union Membership
- Genetic and Biometric Data
- Health Data
- Sex Life or Orientation

If you are dealing with any of the above, you will need to speak to your Data Protection Officer before processing.



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## 1.29 Public records office requirements

### Public Records Office Requirements

The Isle of Man Public Record Office gives advice and assistance to bodies holding public records, preserves and organises archives, and facilitates appropriate public access to records and archives

Personal data may need to be retained by the Isle of Man Public Record office for research or statistics

If you would like further information regarding the Public Record Office Requirements, please visit their website:

[Public Records Office](#)



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Department of the Islands Government



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### 1.30 Right to access personal data

## Right to Access Personal Data

You should be comfortable as to the identity of the individual.

A data subject access request (DSAR) is a request from an individual for the personal information relating to them.

The request does not have to be in any particular form.

Some types of personal data are exempt from the right of subject access and so cannot be obtained by making a subject access request.

In most cases a controller must respond to a subject access request promptly, but all requests must be responded to within one month.

**Click the next arrow to find out what information individuals are entitled to**








### 1.31 data breaches

**Data Breaches**

A personal data breach can be defined as an incident leading to one or more of the following:

- Accidental or unlawful destruction of data
- Loss of data
- Alteration of data
- Unauthorised disclosure of, or access to data transmitted, stored or otherwise processed

**Data breaches, suspected breaches or near misses must be reported to your Data Protection Officer as soon as possible, as they will only have 72 hours from the time it is discovered to report it, if necessary.**

### 1.32 Matching Drop-down

*(Matching Drop-down, 10 points, 1 attempt permitted)*

## Data Breaches

Based on the information you have just read, match the incident to the data breach that it would lead to

A receptionist at a health centre reading a friend's medical records

Unauthorised access to data

A flood in an archive store

Accidental destruction of data

Losing your work mobile phone or laptop and not reporting it

Loss of data

Sending an email containing personal data to a recipient who is not entitled to see it

Unauthorised disclosure of data

Updating your neighbour's job application with the correct address

Alteration of data



Submit

1.18

Correct	Choice
A receptionist at a health centre reading a friend's medical records	Unauthorised access to data
A flood in an archive store	Accidental destruction of data
Losing your work mobile phone or laptop and not reporting it	Loss of data
Sending an email containing personal data to a recipient who is not entitled to see it	Unauthorised disclosure of data
Updating your neighbour's job application with the correct address	Alteration of data

**Feedback when correct:**

That's right! You selected the correct response.

**Feedback when incorrect:**

You did not make the right selection.

Click continue to see the correct answers.

**Correct (Slide Layer)**

The screenshot shows a quiz slide titled "Data Breaches" with a light blue background. The main instruction reads: "Based on the information you have just read, match the incident to the data breach that it would lead to". Below this, there are five incident descriptions on the left and five dropdown menus on the right. The fifth dropdown menu is selected and shows "Alteration of data". A white feedback box is overlaid in the center, containing the text "Correct" in green, followed by "That's right! You selected the correct response." and a blue "Continue" button. At the bottom left, there is a logo for the Office of Cyber Security & Information Assurance and icons for "Aware", "Secure", and "Resilient". At the bottom right, there is a blue "Submit" button and a small "1/15" indicator.



## Incorrect (Slide Layer)

**Data Breaches**

Based on the information you have just read, match the incident to the data breach that it would lead to

A receptionist at a hospital gives a friend's medical records to a friend's friend.

A flood in an office destroys all the data on the company's servers.

Losing your wallet and not reporting it.

Sending an email to a recipient who has opted out of receiving emails.

Updating your neighbour's job application with the correct address.

**Submit**

**Incorrect**

You did not make the right selection.

Click continue to see the correct answers.

**Continue**






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Aware Secure Resilient  
T.18

### 1.33 Data breaches quick quiz

## Data Breaches Quick Quiz Answer

Below are the correct answers to the matching drop down questions.

A receptionist at a health centre reading a friend's medical records	Unauthorised access to data
A flood in an archive store	Accidental destruction of data
Losing your work mobile phone or laptop and not reporting it	Loss of data
Sending an email containing personal data to a recipient who is not entitled to see it	Unauthorised disclosure of data
Updating your neighbours job application with the correct address	Alteration of data

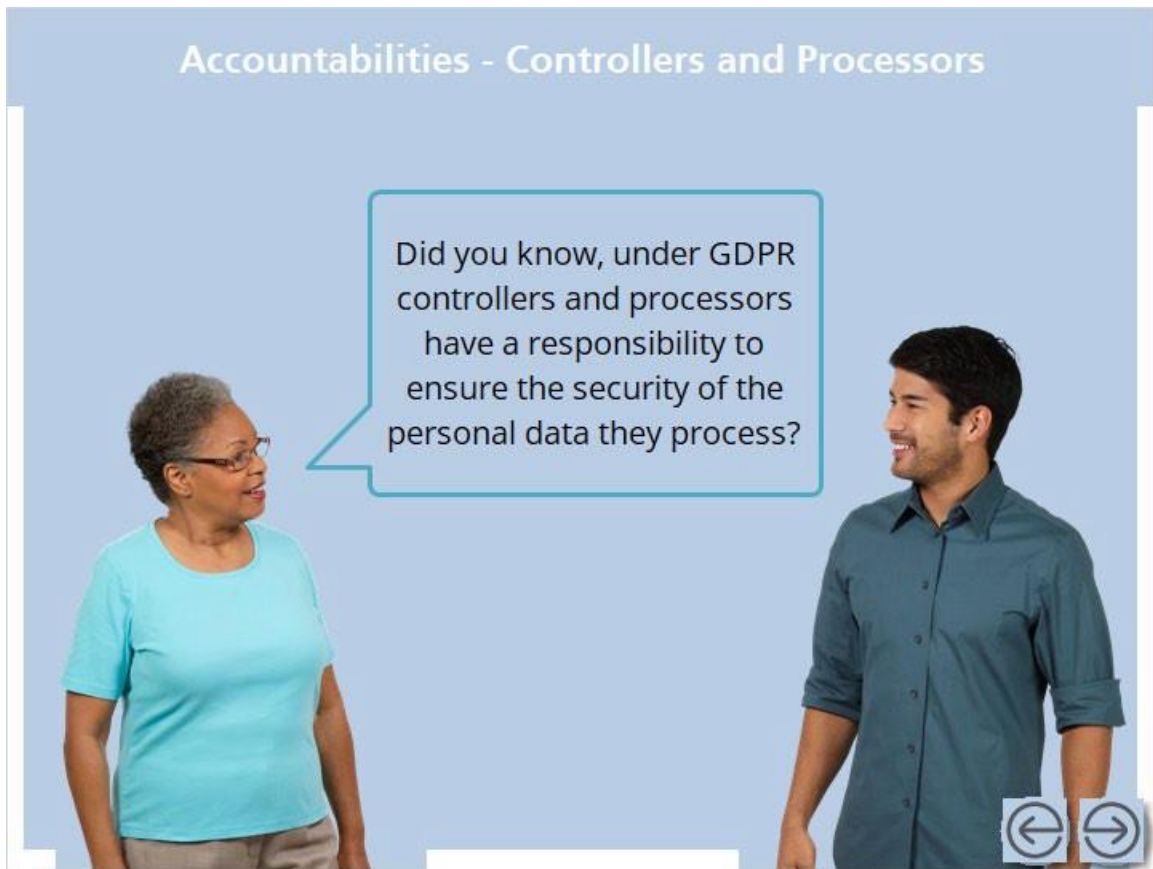
### 1.34 Controllers and processors

**Who is responsible for ensuring compliance with GDPR?**  
Controllers and Processors

I am a Controller.  
**Click here** to find out what that means, and what I do

I am a Data Processor.  
**Click here** to find out what that means, and what I do.

### 1.35 accountabilites



### 1.36 data processors



What if we ask someone else to process personal data on our behalf?

**Under GDPR they are known as Data Processors**

A Data Processor can be a person, or an organisation including public bodies or private sector organisations, charities and volunteers

A processor works on behalf of, or under the instruction of the controller.

**For example**, the IoM Post Office processing Vehicle Tax Applications under the instruction of DoI.



## 1.37 additional terminology

**What do I need to know?**  
Additional terminology - click on each box to find out more



The image shows a person's hand pointing at a laptop screen. On the screen, there are six blue rectangular boxes arranged in two rows of three. Each box contains a term related to data protection. The background is a blurred office setting with a laptop and a small potted plant.

- Processing
- Data Breaches
- Right to Access
- Special Category Data
- Public Records Office Requirements
- Data Protection Impact Assessments

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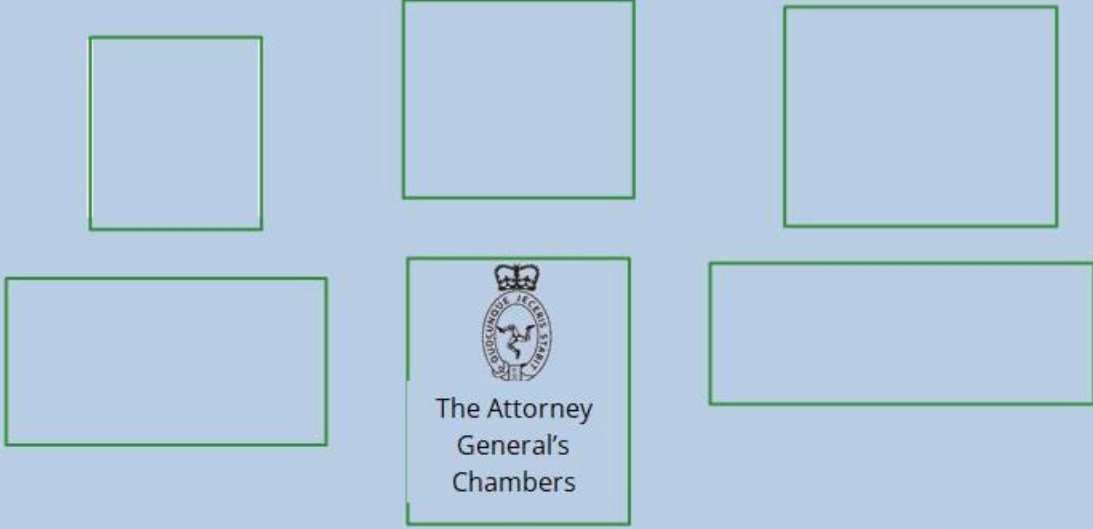





## 1.38 Data protection

The images below represent You, Your department, your Data Protection Officer, OCSIA, Attorney General's Chambers and Information Commissioner

Click on each to find out what they do in relation to Data Protection



The Attorney General's Chambers



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Aware Secure Resilient

## 1.39 Information commissioner



**Information Commissioner**

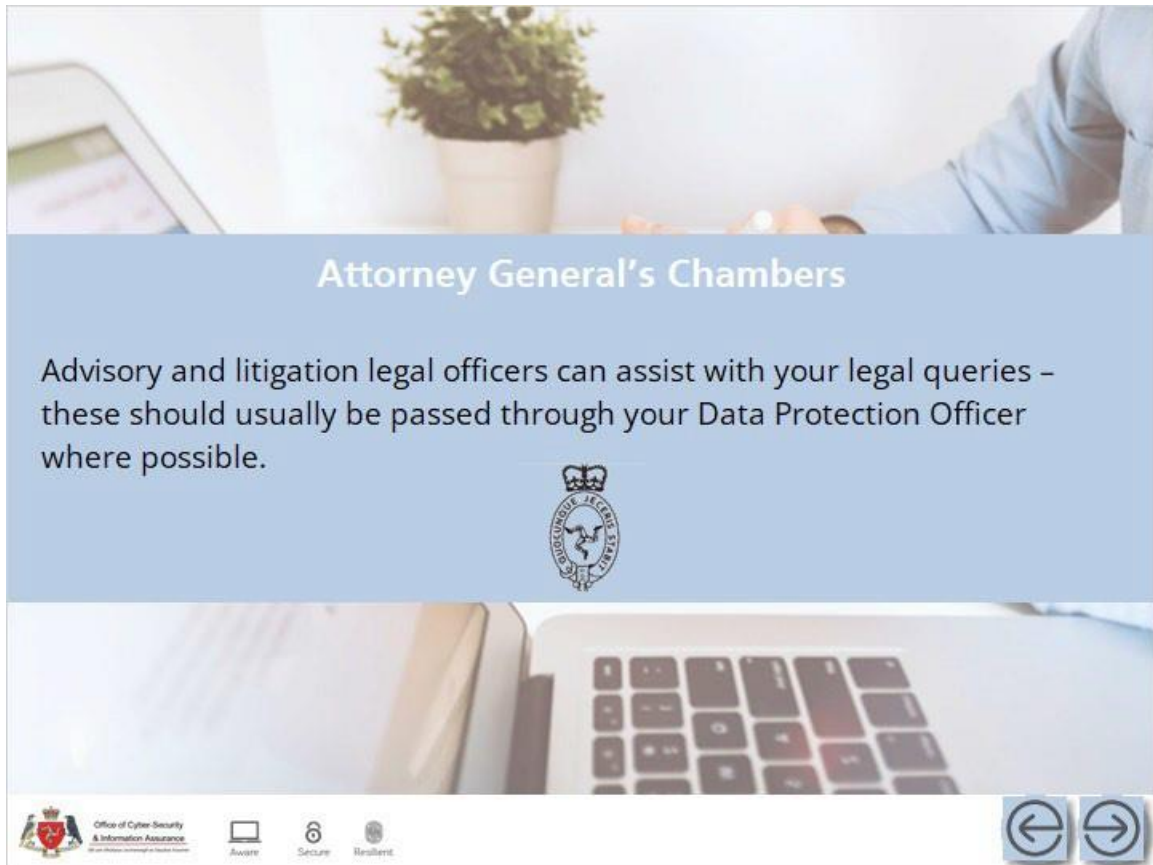
**information  
commissioner**  
*Barrantagh Fysseree*

The Information Commissioner is the regulator in the Isle of Man with responsibility for monitoring and enforcing the data protection law. The website is also an excellent source of information and guidance:  
[Info Rights](#)

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## 1.40 Attorney General's chamber




The slide features a background image of a person's hands working on a laptop in an office setting, with a potted plant visible. A blue semi-transparent box is overlaid on the image, containing the title and text. Below the text is the coat of arms of the Government of Jersey. At the bottom of the slide, there is a footer with the Office of Cyber Security & Information Assurance logo, the motto 'Aware Secure Resilient', and navigation arrows.

### Attorney General's Chambers


Advisory and litigation legal officers can assist with your legal queries – these should usually be passed through your Data Protection Officer where possible.



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## 1.41 you





### You




You will need to ensure that you look after any personal data that you process in your job.





It is also your duty to read, understand and follow any Data Protection Policy and Procedure in force within your area of employment (or your department).



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Department for Digital, Culture, Media & Sport

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## 1.42 your department



### Your department, board or office

Isle of Man Government has a legal requirement to appoint a Data Protection Officer (DPO) for each department, board or office.



As part of Isle of Man Government your department, board or office will need to train people and put in place policies and procedures that are GDPR compliant.



## 1.43 OCSIA



### Office of Cyber Security and Information Assurance - OCSIA

The Office of Cyber Security and Information Assurance (OCSIA) was established to ensure that departments, boards, offices and other public authorities can deter and defend against cybercrime and comply with Data Protection legislation by maintaining and keeping information secure.

OCSIA will provide assurance that all government entities are operating at an appropriate level of cyber security and support the wider all-Government response to a cyber-incident.

In addition OCSIA will provide central policy advice, standards, direction and support to allow all Government Departments and Statutory Boards to maximise the safe use of all the information they hold.





## 1.44 DPO



### Your Data Protection Officer




**DATA PROTECTION OFFICER**

DPOs inform and advise their department, board or office about their obligation to comply with GDPR legislation.


The DPO acts as a point of liaison with the Information Commissioner's Office and, when required, with the Department's legal advisors.

They also monitor compliance with the GDPR and manage internal data protection activities.



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## 1.45 Summary



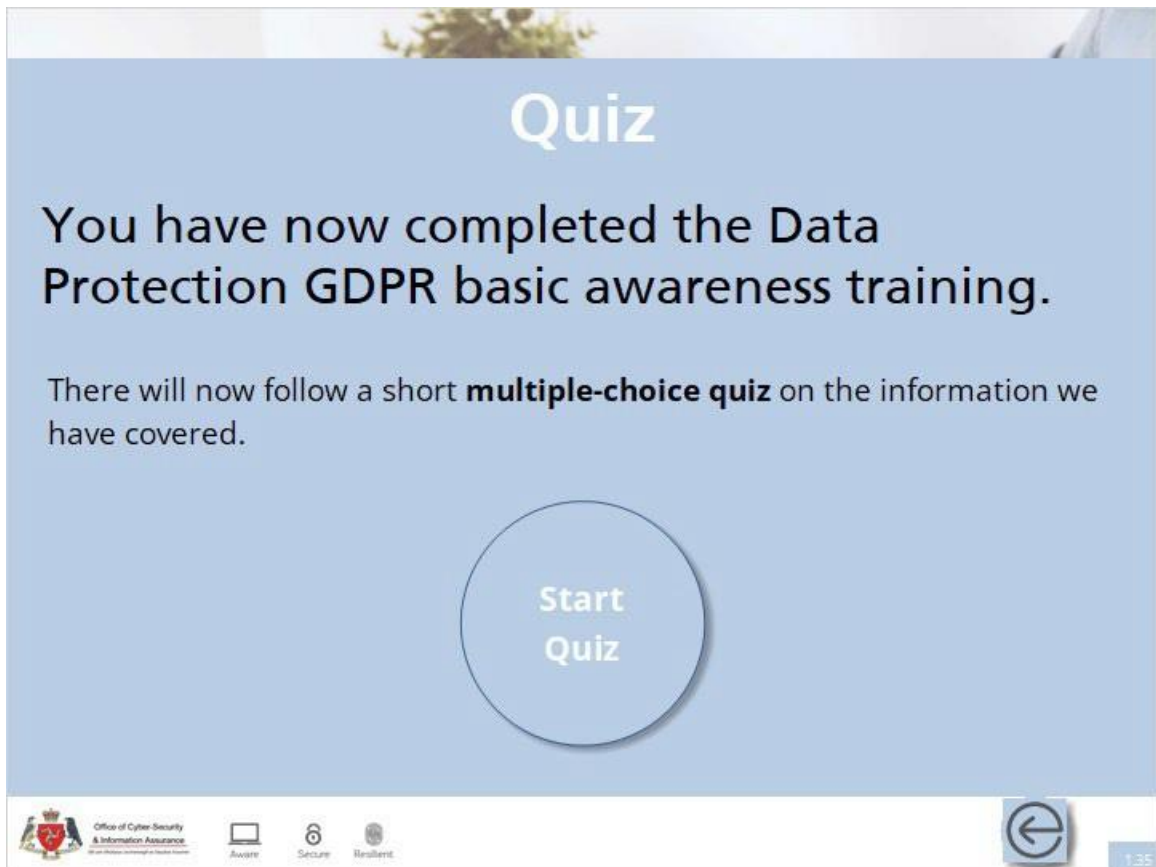
### Summary

- ✚ Your role as a public servant comes with responsibility
- ✚ Your line manager and your DPO will help you to recognise and meet the required standards
- ✚ Take special care with personal data, do not do anything with it unless there is a specific right and reason to
- ✚ Report any suspected data breach to your Data Protection Officer as soon as it's discovered. You can find the contact details for your Area [here](#)

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## 1.46 Quiz title



The image shows a quiz start screen with a light blue background. At the top, the word "Quiz" is written in a large, white, sans-serif font. Below it, the text "You have now completed the Data Protection GDPR basic awareness training." is displayed in a bold, black, sans-serif font. Underneath, a smaller line of text reads "There will now follow a short **multiple-choice quiz** on the information we have covered." In the center of the screen is a large, light blue circle with a subtle drop shadow, containing the text "Start Quiz" in a white, sans-serif font. At the bottom of the screen, there is a white footer bar. On the left side of the footer, there is the logo of the Office of Cyber Security & Information Assurance, followed by the text "Office of Cyber Security & Information Assurance" and "Cyber Security Centre". To the right of the logo are three icons: a laptop labeled "Aware", a padlock labeled "Secure", and a shield labeled "Resilient". On the far right of the footer, there is a blue square button with a white left-pointing arrow and a small blue box containing the number "1/35".

## 1.47 What does GDPR stand for?

*(Multiple Choice, 10 points, 1 attempt permitted)*

## What does GDPR stand for?

- General Data Protection Regulation
- Guidance Document for Protecting Residents
- Good Data Provision Rules



Submit

1/36

Correct	Choice
X	General Data Protection Regulation
	Guidance Document for Protecting Residents
	Good Data Provision Rules

### Feedback when correct:

That's right! You selected the correct response.

### Feedback when incorrect:

You did not select the correct response.

Correct (Slide Layer)

# What does GDPR stand for?

- G
- G
- G

**Correct**

That's right! You selected the correct response.

**Continue**

Office of Cyber-Security & Information Assurance  
Aware Secure Resilient

**Submit**

1/36

**Incorrect (Slide Layer)**

The screenshot shows a quiz slide with a light blue background. At the top, the question "What does GDPR stand for?" is displayed in white text. Below the question, there are three radio button options, each followed by a letter 'G'. The first option is selected, indicated by a blue dot. A white modal box with rounded corners is overlaid on the slide, containing the text "Incorrect" in blue, followed by a horizontal line and the message "You did not select the correct response." in black. At the bottom of the modal box is a blue button with the text "Continue" in white. In the bottom right corner of the slide, there is a blue button with the text "Submit" in white. The bottom left corner of the slide features the logo of the Office of Cyber Security & Information Assurance, along with the text "Aware Secure Resilient".

**1.48 When did GDPR come into force?**

*(Multiple Choice, 10 points, 1 attempt permitted)*



## When did GDPR come into force?

2018

2012

2008



Submit

1/38

Correct	Choice
X	2018
	2012
	2008

### Feedback when correct:

That's right! You selected the correct response.

### Feedback when incorrect:

You did not select the correct response.

Correct (Slide Layer)

When did GDPR come into force?

20

20

20

**Correct**

That's right! You selected the correct response.

**Continue**

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**Submit**

1/38

**Incorrect (Slide Layer)**

The screenshot shows a quiz interface with a question: "When did GDPR come into force?". Below the question are three radio button options, each labeled "20". A white feedback box is overlaid on the options, containing the text "Incorrect" in blue, followed by "You did not select the correct response." and a blue "Continue" button. At the bottom of the interface, there is a footer with the logo of the Office of Cyber Security & Information Assurance, icons for "Aware", "Secure", and "Resilient", and a "Submit" button on the right.

**1.49 In the Isle of Man, what is the maximum penalty for failing to comply with GDPR? Click on the correct option**

*(Hotspot, 10 points, 1 attempt permitted)*

In the Isle of Man, what is the maximum penalty for failing to comply with GDPR? *Click on the correct option*



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**Feedback when correct:**

That's right! You selected the correct response.

**Feedback when incorrect:**

You did not select the correct response.

Correct (Slide Layer)

In the Isle of Man, what is the maximum penalty for failing to comply with GDPR? *Click on the correct option*

**Correct**

That's right! You selected the correct response.

**Continue**

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**Incorrect (Slide Layer)**

In the Isle of Man, what is the maximum penalty for failing to comply with GDPR? *Click on the correct option*

**Incorrect**

You did not select the correct response.

**Continue**

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submit button (Slide Layer)

In the Isle of Man, what is the maximum penalty for failing to comply with GDPR? *Click on the correct option*

Up to £1 million

A one off fine of £100,000

£75

Submit

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**1.50 True or false: Accidentally shredding a customer's personal data can be seen as a potential data breach?**

*(True/False, 10 points, 1 attempt permitted)*

True or false: Accidentally shredding a customer's personal data can be seen as a potential data breach?

True

False



Submit

Correct	Choice
X	True
	False

**Feedback when correct:**

That's right! You selected the correct response.

**Feedback when incorrect:**

You did not select the correct response.

**Correct (Slide Layer)**

**True or false: Accidentally shredding a customer's personal data can be seen as a potential data breach?**





True

False

**Correct**

That's right! You selected the correct response.

**Continue**

    **Submit**

## Incorrect (Slide Layer)

True or false: Accidentally shredding a customer's personal data can be seen as a potential data breach?

True

False

**Incorrect**

You did not select the correct response.

**Continue**

**Submit**

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### 1.51 What does GDPR do?

(Multiple Choice, 10 points, 1 attempt permitted)

## What does GDPR do?

- Gives us more control over our data and places greater responsibility on organisations to be open and transparent about how they use personal data.
- Helps companies sell products to new customers
- All of the above



Submit

Correct	Choice
X	Gives us more control over our data and places greater responsibility on organisations to be open and transparent about how they use personal data.
	Helps companies sell products to new customers
	All of the above

### Feedback when correct:

That's right! You selected the correct response.

### Feedback when incorrect:

You did not select the correct response.

Correct (Slide Layer)

## What does GDPR do?

**Correct**

That's right! You selected the correct response.

**Continue**

**Submit**

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A screenshot of a quiz slide. At the top, a blue header contains the question "What does GDPR do?". Below the header, a light blue background shows a blurred image of a person's hands typing on a laptop. A white modal box with rounded corners is centered on the screen, displaying the word "Correct" in blue, followed by the message "That's right! You selected the correct response." and a blue "Continue" button. To the left of the modal, a list of radio buttons is partially visible, with the first one selected. At the bottom left, there is a logo for the Office of Cyber Security & Information Assurance, along with the words "Aware", "Secure", and "Resilient" next to their respective icons. At the bottom right, a blue "Submit" button is visible.



**Incorrect (Slide Layer)**

The image shows a quiz interface with a blue header containing the question "What does GDPR do?". Below the question is a list of three radio button options. A white feedback box is overlaid on the options, displaying the word "Incorrect" in blue, followed by the text "You did not select the correct response." and a blue "Continue" button. At the bottom of the interface, there is a "Submit" button and a footer containing the logo of the Office of Cyber Security & Information Assurance and the words "Aware", "Secure", and "Resilient".

**1.52 Data Controllers and Data Processors can be which of the following:**

*(Multiple Choice, 10 points, 1 attempt permitted)*

Data Controllers and Data Processors can be which of the following:

- Public bodies and private sectors
- Charities and volunteers
- Both of the above



Submit

1/41

Correct	Choice
	Public bodies and private sectors
	Charities and volunteers
X	Both of the above

**Feedback when correct:**

That's right! You selected the correct response.

**Feedback when incorrect:**

You did not select the correct response.

**Correct (Slide Layer)**

Data Controllers and Data Processors can be which of the following:

- P
- C
- E

**Correct**

---

That's right! You selected the correct response.

**Continue**

Office of Cyber Security & Information Assurance  
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**Submit**

7/41

## Incorrect (Slide Layer)

Data Controllers and Data Processors can be which of the following:

- F
- C
- E

**Incorrect**

---


You did not select the correct response.

[Continue](#)


[Submit](#)

1/41

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### ***1.53 When should you report a potential data breach to your Data Protection Officer?***

*(Multiple Choice, 10 points, 1 attempt permitted)*

## When should you report a potential data breach to your Data Protection Officer?

- Immediately – they only have 72 hours to report it to the Information Commission
- You don't need to - they'll contact you if needed
- Within 5 working days



Submit

1/41

Correct	Choice
X	Immediately – they only have 72 hours to report it to the Information Commission
	You don't need to - they'll contact you if needed
	Within 5 working days

### Feedback when correct:

That's right! You selected the correct response.

### Feedback when incorrect:

You did not select the correct response.

**Correct (Slide Layer)**

When should you report a potential data breach to your Data Protection Officer?

If you are unsure, report it to the Data Protection Officer.

Yes, as soon as you become aware of a potential breach.

No, you should report it to the Data Protection Officer only if you are sure it is a breach.

**Correct**

That's right! You selected the correct response.

**Continue**

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**Submit**

7/41

**Incorrect (Slide Layer)**

When should you report a potential data breach to your Data Protection Officer?

**Incorrect**

You did not select the correct response.

**Continue**

Report it to  
ed

Submit 1/41

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**1.54 Which of the following would be classified as personal data?**

*(Multiple Choice, 10 points, 1 attempt permitted)*



## Which of the following would be classified as personal data?

- Name, address, health data
- Biometric data, criminal history, religion
- All of the above



Submit

1/42

Correct	Choice
	Name, address, health data
	Biometric data, criminal history, religion
X	All of the above

### Feedback when correct:

That's right! You selected the correct response.

### Feedback when incorrect:

You did not select the correct response.

Correct (Slide Layer)

Which of the following would be classified as personal data?

- M
- E
- A

**Correct**

That's right! You selected the correct response.

**Continue**

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**Submit**

1/42

## Incorrect (Slide Layer)

Which of the following would be classified as personal data?

- M
- E
- A


**Incorrect**

---

You did not select the correct response.

[Continue](#)

[Submit](#)

 Aware Secure Resilient 1/42

## 1.55 Drag and Drop

*(Drag and Drop, 10 points, 1 attempt permitted)*

A Data Subject Access Request is a request from an individual for the information relating to them.

They must submit their request in writing. Is this true or false?

True

Drag the tick below to either the True or False box then click Submit

False



Submit

Drag Item	Drop Target
Tick	False

Drag and drop properties
Snap dropped items to drop target (Stack random)
Delay item drop states until interaction is submitted

**Feedback when correct:**

That's right! You selected the correct response.

**Feedback when incorrect:**

You did not select the correct response.

**Correct (Slide Layer)**

A Data Subject Access Request is a request from an individual for the information relating to them.  
They must submit their request in writing. Is this true or false?

True  False

**Correct**

That's right! You selected the correct response.

**Continue**

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**Submit**

## Incorrect (Slide Layer)

A Data Subject Access Request is a request from an individual for the information relating to them.  
They must submit their request in writing. Is this true or false?

True  False

**Incorrect**

You did not select the correct response.

**Continue**

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**Submit**

### **1.56 Which of the following are examples of processing personal data?**

*(Multiple Choice, 10 points, 1 attempt permitted)*

## Which of the following are examples of processing personal data?

- Collecting information with an online form to provide a service
- Sharing documents or records with another department
- All of the above



Submit

1.44

Correct	Choice
	Collecting information with an online form to provide a service
	Sharing documents or records with another department
X	All of the above

### Feedback when correct:

That's right! You selected the correct response.

### Feedback when incorrect:

You did not select the correct response.



**Correct (Slide Layer)**

Which of the following are examples of processing personal data?

- C
- S
- S
- A

provide a

**Correct**

That's right! You selected the correct response.

**Continue**

**Submit**

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1.44

## Incorrect (Slide Layer)

Which of the following are examples of processing personal data?

C

S

S





A

provide a

**Incorrect**

You did not select the correct response.

**Continue**

    **Submit** 1.44

**1.57 Who is the regulator in the Isle of Man responsible for monitoring and enforcing data protection law? Select the correct answer below**

*(Pick One, 10 points, 1 attempt permitted)*

Who is the regulator in the Isle of Man responsible for monitoring and enforcing data protection law? *Select the correct answer below*

information  
commissioner  
*Barrantagh Fysseree*

The Data  
Controller

  
The Attorney  
General's  
Chamber



Submit

Correct	Choice
X	Info commissioner
	The Attorney General's Chamber
	The Data Controller

**Feedback when correct:**

That's right! You selected the correct response.

**Feedback when incorrect:**

You did not select the correct response.

**Correct (Slide Layer)**

Who is the regulator in the Isle of Man responsible for monitoring and enforcing data protection law? *Select the correct answer below*

**Correct**

That's right! You selected the correct response.

**Continue**

inform commis  
Barrantagh

The Attorney General's Chamber

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**Submit**



**Incorrect (Slide Layer)**

Who is the regulator in the Isle of Man responsible for monitoring and enforcing data protection law? *Select the correct answer below*

**Incorrect**

You did not select the correct response.

**Continue**

inform commis  
Barrantagh

The Attorney General's Chamber

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**Submit**

**1.58 GDPR is based on 7 principles.**

**Which of the following is NOT a principle?**

*(Multiple Choice, 10 points, 1 attempt permitted)*

GDPR is based on 7 principles.  
Which of the following is **NOT** a principle?

- Data must be kept secure
- Data must be kept accurate
- GDPR allows for unlimited retention periods



Submit

1/45

Correct	Choice
	Data must be kept secure
	Data must be kept accurate
X	GDPR allows for unlimited retention periods

**Feedback when correct:**

That's right! You selected the correct response.

**Feedback when incorrect:**

You did not select the correct response.

Correct (Slide Layer)

GDPR is based on 7 principles.  
Which of the following is **NOT** a principle?

- [ ]
- [ ]
- [ ]

**Correct**

That's right! You selected the correct response.

**Continue**

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**Submit**

1/45



**Incorrect (Slide Layer)**

GDPR is based on 7 principles.  
Which of the following is **NOT** a principle?

[ ]

[ ]

[ ]

**Incorrect**

You did not select the correct response.

**Continue**

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**Submit** 1/45

***1.59 Your department is considering launching a new online app for the provision of a service and you think that you might need to conduct a Data Protection Impact Assessment.***

***Who should you contact for advice?***

*(Hotspot, 10 points, 1 attempt permitted)*

Your department is considering launching a new online app for the provision of a service and you think that you might need to conduct a Data Protection Impact Assessment.

Who should you contact for advice?

OHR

Your  
Data Protection  
Officer

Government  
Technology  
Services



**Feedback when correct:**

That's right! You selected the correct response.

**Feedback when incorrect:**

You did not select the correct response.

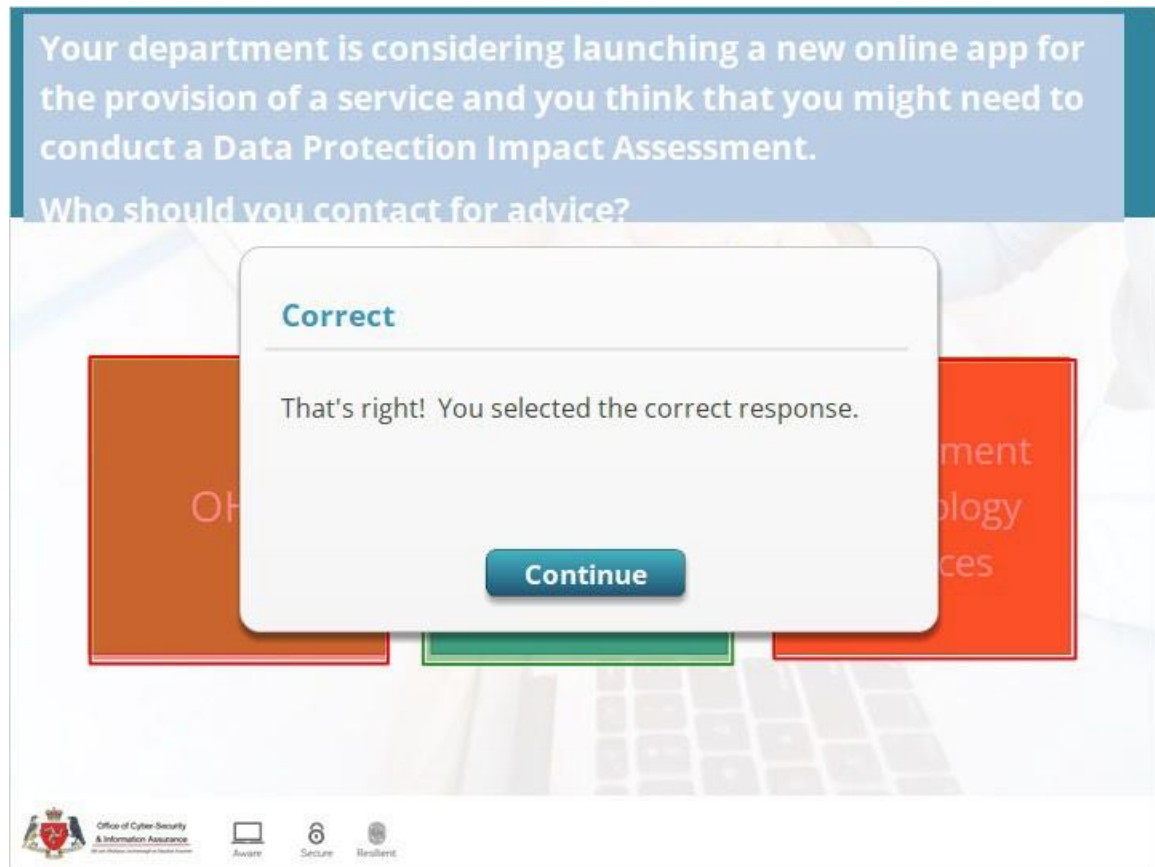
## Correct (Slide Layer)

Your department is considering launching a new online app for the provision of a service and you think that you might need to conduct a Data Protection Impact Assessment.  
Who should you contact for advice?

**Correct**

That's right! You selected the correct response.

**Continue**



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## Incorrect (Slide Layer)

Your department is considering launching a new online app for the provision of a service and you think that you might need to conduct a Data Protection Impact Assessment.  
Who should you contact for advice?

**Incorrect**

You did not select the correct response.

**Continue**

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**submit button (Slide Layer)**

Your department is considering launching a new online app for the provision of a service and you think that you might need to conduct a Data Protection Impact Assessment.

Who should you contact for advice?

OHR

Your Data Protection Officer

Government Technology Services

Office of Cyber Security & Information Assurance

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Submit

**1.60 Results Slide**

*(Results Slide, 0 points, 1 attempt permitted)*

# Results

Your Score: 0% (0 points)

Passing Score: 0% (0 points)

Result:

Review Quiz

Retry Quiz

Finish Course



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Results for

1.47 What does GDPR stand for?

1.48 When did GDPR come into force?

1.49 In the Isle of Man, what is the maximum penalty for failing to comply with GDPR? Click on the correct option

1.50 True or false: Accidentally shredding a customer's personal data can be seen as a potential data breach?

1.51 What does GDPR do?

1.52 Data Controllers and Data Processors can be which of the following:

1.53 When should you report a potential data breach to your Data Protection Officer?
1.54 Which of the following would be classified as personal data?
1.55 Drag and Drop
1.56 Which of the following are examples of processing personal data?
1.57 Who is the regulator in the Isle of Man responsible for monitoring and enforcing data protection law? Select the correct answer below
1.58 GDPR is based on 7 principles. Which of the following is NOT a principle?
1.59 Your department is considering launching a new online app for the provision of a service and you think that you might need to conduct a Data Protection Impact Assessment. Who should you contact for advice?

Result slide properties

Passing

80%

Score



Success (Slide Layer)


# Results

Your Score: 0% (0 points)





Passing Score: 0% (0 points)

---

Result:

 Congratulations, you passed.

[Review Quiz](#) [Retry Quiz](#) [Finish Course](#)

## Failure (Slide Layer)


**Results**

Your Score: 0% (0 points)

Passing Score: 0% (0 points)

---

**Result:**

 You did not pass.

[Review Quiz](#) [Retry Quiz](#) [Finish Course](#)

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## 1.61 Thank you



# Thank You

Further courses on this subject will be available in the near future