



DIGITAL CITIZENSHIP WORKSHOP

Offered by My Future Work – A leading digital learning agency.

Digital literacy is no longer a luxury, but a necessity for any organization. Empower your employees to navigate the digital world safely and responsibly. Discover the new digital citizenship skills in our comprehensive workshop, which will help to reduce cyber threats, protect your company's reputation, and improve employee productivity and job satisfaction.

www.myfuturework.co.za

Delivery method and pricing

You have 4 options:

- In-person at your offices
- In-person at our offices (Bryanston)
- Virtual
- Hybrid (in-person and virtual participants)

R 3 500 per participant. We recommend a maximum of 10 participants in the workshop. Workshops can run concurrently.

Comprehensive supporting e-learning modules are also available. Enquire now at connect@myfuturework.co.za



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WHO SHOULD ATTEND ?

Our digital citizenship workshop is designed for a diverse range of participants, including employees at all levels, from entry-level to upper management. It's suitable for anyone who uses digital tools in their day-to-day work, whether in a professional or personal context. The workshop is beneficial for employees in various departments, including but not limited to sales, customer service, IT, marketing, and human resources. If you want to ensure your employees have the skills and knowledge to navigate the digital world responsibly and safely, this workshop is for you.



THE WORKSHOP WILL HELP YOU TO:

- Understand and follow the latest best practices in digital citizenship, including social media, cybersecurity and data privacy.
- Improve employee productivity and job satisfaction by providing them with the skills and knowledge to navigate the digital world safely and responsibly.
- Protect your company's reputation by reducing the risk of cyber threats and inappropriate online behaviour by employees.
- Enhance your company's competitive edge by having a more digitally literate workforce.
- Foster a culture of digital responsibility throughout the organization.
- Enhance employee retention by investing in their professional development.
- Improve the overall well-being of your organization by promoting safe and responsible digital practices.





WHAT PARTICIPANTS WILL LEARN

In this comprehensive 4-hour workshop, participants will learn about;

- 1. Social media and professional conduct:** Participants will learn how to use social media professionally, understand the potential consequences of inappropriate online behaviour, and develop strategies for managing their personal and professional online presence.
- 2. Cybersecurity and data privacy:** Participants will learn about the latest cyber threats and how to protect themselves and the organization from them. They will also learn about data privacy laws and best practices for protecting sensitive information.

3. Digital communication and collaboration: Participants will learn how to communicate effectively and collaborate with others in the digital world, including understanding the different communication styles and tools available and how to use them effectively.

4. Digital literacy and lifelong learning: Participants will learn how to stay current with the latest digital tools and trends and how to continue learning throughout their careers to adapt to the rapidly changing digital landscape.

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Digital Citizenship is the behavior that is expected of all users of technology, just as being a good citizen is the behavior that is expected of all members of a community.

- Rachel Brandenberger.

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WORKSHOP HIGHLIGHTS

- Participants will receive a professional LinkedIn profile analysis and upgrade advice to improve their online presence and career opportunities.
- A showcase of AI in the workplace will provide an understanding of the current and future impact of AI on various industries and how to prepare for it.
- Engaging activities and interactive learning methods will make the learning experience memorable and fun.
- eLearning resources will be provided for participants to access further information and continue learning after the workshop.
- The workshop will be led by experienced trainers who are experts in the field of digital business and have practical experience in implementing the strategies discussed in the workshop.

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