

# Passwords, Authentication & Access Control

## Best For

This program is ideal for:

Early to mid-career professionals

Non-technical staff across all departments

Employees accessing digital systems and cloud platforms

Organizations strengthening access discipline and identity security

## Delivery Style

The learning experience is practical, awareness-driven, and focused on helping professionals understand and apply secure access practices in daily work – without technical or IT-level complexity.

## Outcome Level

Participants develop stronger access-security awareness, improved authentication discipline, and the ability to reduce identity-based security risks through responsible login and access behavior.

## Program Positioning

Most security breaches begin with **compromised credentials**, not advanced hacking. Weak passwords, reused logins, shared accounts, and poor access discipline expose organizations to serious risk.

This program is designed to help professionals understand **why authentication and access control matter**, how attackers exploit identity weaknesses, and what everyday behaviors protect systems, data, and organizational trust.

The content reflects modern identity-security expectations across the USA, Canada, Australia, and global organizations, where secure access practices are a foundational professional responsibility.

✔ Ideal for professionals with 0–15 years of experience

✔ Ideal for organizations strengthening identity and access security

## LEARNING STRUCTURE (8 HOURS)

### Block 1 – Understanding Identity & Access in the Workplace

This session builds a strong foundation by explaining what authentication and access control mean in everyday workplace contexts.

It covers:

- What identity and access control mean
- Why credentials are highly targeted
- How access enables or restricts risk
- Shared responsibility for secure access

✔ **Outcome:** Clear understanding of access security fundamentals.

## **Block 2 – Password Risks & Common Mistakes**

This session focuses on why weak password practices remain a major security risk.

It covers:

- Risks of simple and reused passwords
- Dangers of sharing credentials
- Common password mistakes
- Why “convenience” increases exposure

✔ **Outcome:** Improved awareness of password-related risks.

## **Block 3 – Strong Password Practices & Management**

This session strengthens understanding of responsible password behavior.

It covers:

- Creating strong, unique passwords
- Managing multiple credentials safely
- Avoiding unsafe storage practices
- Maintaining password discipline

✔ **Outcome:** Better password hygiene and security habits.

## **Block 4 – Authentication Methods & Multi-Factor Awareness**

This session explains how authentication methods protect accounts beyond passwords.

It covers:

- Understanding authentication layers
- Why multi-factor authentication matters
- Common MFA misuse and mistakes
- Protecting authentication devices

✔ **Outcome:** Stronger awareness of authentication protection.

## **Block 5 – Access Control & Permission Discipline**

This session focuses on responsible access behavior within systems and tools.

It covers:

- Why “least access” matters
- Risks of excessive permissions
- Role-based access awareness
- Avoiding shared or generic accounts

✔ **Outcome:** Improved access-control discipline.

## **Block 6 – Recognizing Credential-Based Attacks**

This session helps participants identify attacks that target login credentials.

It covers:

- Phishing aimed at stealing credentials
- Fake login pages and alerts
- Social engineering targeting access
- Warning signs of compromised accounts

✔ **Outcome:** Better detection of credential-related threats.

## **Block 7 – Responding to Access & Authentication Issues**

This session focuses on what to do when access-related concerns arise.

It covers:

- Recognizing unusual login behavior
- Responding to suspected compromise
- Reporting access issues promptly
- Avoiding delay or concealment

✔ **Outcome:** Faster and more confident response to access incidents.

## **Block 8 – Secure Access Action Plan**

This final session helps participants apply secure access practices consistently.

It covers:

- Identifying personal access risks
- Strengthening authentication habits
- Applying secure practices daily
- Creating a personal access-security action plan

✔ **Outcome:** Clear, practical plan for secure authentication and access.

## ✓ What You Will Walk Away With

Participants complete the program with:

Stronger understanding of access and authentication risks

Improved password and login discipline

Reduced risk of credential-based breaches

Greater confidence managing digital access securely

A structured approach to identity protection

A Knowledge Que Course Completion Certificate (8 PDUs)

## ✓ Certification (Delivery-Neutral & Legally Safe)

On successful completion of the program, learners receive:

Knowledge Que – Course Completion Certificate

Recognition of 8 Professional Development Units (PDUs)

A digital certificate suitable for:

LinkedIn

Resume & Portfolio

Professional Profiles

Issued by Knowledge Que – Powered by Experts

## ✓ Why Knowledge Que

Expert-led, practical professional skills training

Real-world access-security scenarios

Skill-focused learning with immediate application

Programs designed specifically for modern professionals

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