Training Course on Digital Citizenship and Online Safety Leadership

Professional Development Training Course Outline

Category	Educational Leadership and Management	**Duration**	10 Days
Base Fee	$3,000 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In today's hyper-connected digital era, cultivating digital citizenship and ensuring online safety leadership are essential skills for educators, parents, professionals, and students. Training Course on Digital Citizenship and Online Safety Leadership is designed to empower participants with the knowledge, strategies, and tools needed to navigate, lead, and protect in the digital world. From understanding cyber ethics, data privacy, and digital footprints to managing cyberbullying, misinformation, and online threats, this course provides an immersive and practical experience to build responsible digital leaders.

As digital interactions increasingly influence social, academic, and professional environments, the role of online safety advocates and ethical digital leaders is more critical than ever. This course blends theory with real-world application through case studies, tools, and strategies. Participants will gain mastery in promoting digital wellbeing, cyber resilience, safe content creation, and critical media literacy, enabling them to mentor others in maintaining a safe and respectful online presence.

Programme Curriculum

Training Course on Digital Citizenship and Online Safety Leadership

Introduction

In today's hyper-connected digital era, cultivating digital citizenship and ensuring online safety leadership are essential skills for educators, parents, professionals, and students. Training Course on Digital Citizenship and Online Safety Leadership is designed to empower participants with the knowledge, strategies, and tools needed to navigate, lead, and protect in the digital world. From understanding cyber ethics, data privacy, and digital footprints to managing cyberbullying, misinformation, and online threats, this course provides an immersive and practical experience to build responsible digital leaders.

As digital interactions increasingly influence social, academic, and professional environments, the role of online safety advocates and ethical digital leaders is more critical than ever. This course blends theory with real-world application through case studies, tools, and strategies. Participants will gain mastery in promoting digital wellbeing, cyber resilience, safe content creation, and critical media literacy, enabling them to mentor others in maintaining a safe and respectful online presence.

Course Objectives

1. Define and apply the principles of digital citizenship and online responsibility.
2. Analyze the impact of digital footprints on reputation and career.
3. Evaluate strategies to combat cyberbullying and promote online kindness.
4. Apply data protection and privacy best practices across platforms.
5. Foster media literacy to identify and resist misinformation and deepfakes.
6. Implement cybersecurity awareness protocols for individuals and organizations.
7. Promote ethical content sharing and discourage digital plagiarism.
8. Teach netiquette and inclusive communication in virtual spaces.
9. Guide youth in managing screen time and maintaining digital wellbeing.
10. Assess legal frameworks surrounding cybercrime and digital harassment.
11. Develop leadership skills to become a digital safety advocate.
12. Examine the role of AI and digital ethics in online behavior.
13. Design educational initiatives for promoting responsible tech use.

Target Audience

1. School and university educators
2. Parents and guardians
3. K-12 and college students
4. Human resource and compliance officers
5. Youth mentors and counselors
6. Social media influencers and managers
7. NGO and community leaders
8. IT and cybersecurity professionals

Course Duration: 10 days

Course Modules

Module 1: Introduction to Digital Citizenship

- What is digital citizenship?
- Key pillars of responsible digital use
- Respect and empathy online
- Understanding digital footprints
- Real-world examples of poor digital conduct
- **Case Study:** A student's viral post and school suspension

Module 2: Cyberbullying Awareness and Prevention

- Defining cyberbullying and its forms
- Psychological and legal impacts
- Reporting mechanisms and support systems
- Creating anti-bullying campaigns
- Empowering bystanders
- **Case Study:** Cyberbullying in high schools and mental health outcomes

Module 3: Data Privacy and Protection

- Understanding data collection practices
- Protecting personal information online
- GDPR and other privacy laws
- Safe browsing habits and password hygiene
- Tools for secure communication
- **Case Study:** Data breach in a major retail app

Module 4: Digital Footprint and Online Reputation

- What is a digital footprint?
- Consequences of oversharing
- Social media cleanup strategies
- Privacy settings across platforms
- Managing personal branding online
- **Case Study:** A job lost due to controversial tweets

Module 5: Cybersecurity Essentials

- Types of cyber threats
- Common phishing and scams
- Antivirus and firewall basics
- Multi-factor authentication
- Security best practices for remote work
- **Case Study:** Ransomware attack on a university system

Module 6: Netiquette and Virtual Communication

- Tone and clarity in written communication
- Respect in emails and chats
- Zoom and virtual meeting etiquette
- Cultural sensitivity online
- Inclusive digital communication
- **Case Study:** Online meeting etiquette failure in a corporate setting

Module 7: Online Safety for Youth and Teens

- Age-appropriate tech usage
- Parental control tools
- Social media boundaries
- Safe gaming environments
- Online grooming awareness
- **Case Study:** TikTok trends and teen safety risks

Module 8: Critical Media Literacy and Misinformation

- Identifying fake news
- Understanding bias and echo chambers
- Source verification techniques
- Role of algorithms in information flow
- Fact-checking resources
- **Case Study:** Viral conspiracy theory on social media

Module 9: Digital Ethics and AI

- Ethics in the age of AI and automation

- Responsibility in content creation
- Deepfakes and authenticity
- Bias in AI algorithms
- Future of digital decision-making
- **Case Study:** AI-generated content and political misinformation

Module 10: Leadership in Online Safety Advocacy

- Traits of digital safety leaders
- Building awareness campaigns
- Leading peer workshops
- Mentorship in online behavior
- Creating school or community policies
- **Case Study:** Student-led campaign that reduced cyberbullying incidents

Module 11: Mental Health and Digital Wellness

- Screen time and cognitive fatigue
- Social media addiction signs
- Tools for balance and boundaries
- Digital detox practices
- Promoting healthy tech use habits
- **Case Study:** A teen's recovery from Instagram addiction

Module 12: Digital Law and Cybercrime

- Overview of cyber laws
- Legal penalties for harassment and hacking
- Reporting digital crimes
- Ethical hacking and white-hat practices
- School/organization cyber policies
- **Case Study:** Cyberstalking incident and court proceedings

Module 13: Educating Others on Digital Safety

- Curriculum design for digital citizenship
- Creating engaging lessons
- Storytelling and scenario-based learning
- Classroom tech safety rules
- Community outreach programs
- **Case Study:** Implementing a district-wide safety curriculum

Module 14: Online Safety in the Workplace

- Managing work-from-home risks
- Employee tech use policy
- Online harassment at work
- File-sharing and encryption tools
- Building a secure digital culture
- **Case Study:** Insider phishing attack in a small business

Module 15: Digital Leadership in Global Communities

- Global standards for digital rights
- Social media for global advocacy
- Collaborating across borders

- Training ambassadors of online ethics
- Promoting cultural awareness
- **Case Study:** Global youth network fighting digital hate speech

Training Methodology

- Interactive workshops and breakout sessions
- Gamified quizzes and learning checkpoints
- Real-life scenario analysis
- Hands-on simulations and tool usage
- Peer-reviewed group projects
- Multimedia presentations and expert guest lectures

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	04 Dec 2026	Online	$2,000
23 Nov 2026	04 Dec 2026	Physical	$3,000
23 Nov 2026	04 Dec 2026	Physical	$6,000

Start Date	End Date	Location	Price
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$9,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$12,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com