



Confidentiality and Intellectual Property

Actions for Success



Course No: 109 -3

Competency: Ethics Fundamentals

Audience: All

Duration: 20 minutes

Format: Online/Video

Quiz: 7 questions

Summary:

How do we protect confidential information? You need to be aware of what confidential information you control and take great care as you use it for your job. This course provides practical tips for protecting confidential information and how to defend your company against IP theft. This course is appropriate for all audiences.

Outline

1. Tips for Protecting Confidential Information
2. What to do with Confidential Information, Trade Secrets, and IP
3. Defending Your Company