

# PRIVACY BY DESIGN

## NIST Privacy Framework Self-Paced Intensive Syllabus

### About the Instructor

R. Jason Cronk is an internationally recognized expert in the area of privacy and privacy by design. He is the author of the book *Strategic Privacy by Design*, published by the IAPP in 2018 (and the 2nd edition, published in 2022). He is an IAPP Fellow of Information Privacy, a CIPP/US, CIPT, CIPM, a designated Privacy by Design ambassador, a licensed attorney in Florida, president of the Institute of Operational Privacy Design, a blogger, speaker and passionate advocate for understanding privacy. His unique background includes a combination of entrepreneurial ventures, work in small and large businesses, strong information technology experience and legal training.



*R. Jason Cronk, JD, CIPP/US, CIPM, CIPT, FIP*

### Learning Objectives

- Understand different types of privacy and how they can be infringed upon
- Understand how the NIST PF can implement and organize privacy requirements, regardless of the source of those requirements
- Understand how to assess an organization's current privacy profile and implementation tier, and then how to determine what level of implementation (and target profile) should be the goal for that organization

### Course Overview

This course is self-paced and lasts approximately 8 – 10 hours. Each section includes lessons, practice exercises, quizzes and additional resources. In addition to these interactive elements, participants will be given an abundance of resources including:

- Infographics
- Glossary
- One on one correspondence with instructor

No grade is issued in this class. Participants will earn a course participation certificate and are eligible for CPE credit towards the IAPP CIPT/CIPM certification or the ISACA CDPSE certification.

## Class Forum

Post your questions to the appropriate section of the Class Forum. If you prefer, you may contact the instructor directly. The instructor may post your answer in the Forum for future participants.

## Definitions and Overview

### F110 Definitions

**Estimated time:** 20 minutes.

Click the link above to enter the lesson for F110. This lesson runs through some very important terms used throughout the NIST Privacy Framework. You can also use this customized glossary to refer to the most important terms in the lesson.

- [NIST Privacy Framework V1.0 \(nist.gov\)](#)
- [Glossary of Important Terms](#)

### F111 Overview

**Estimated time:** 20 minutes.

Click the link above to enter the lesson for F111. This lesson provides an introductory overview of the NIST Privacy Framework. It is meant to be a brief understanding of the major components and layout of the framework before future lessons provide more detail on the specific components. It's sometimes helpful to have a roadmap before getting into individual components

- [NIST Privacy Framework Implementation Graphic](#)

This infographic provides a single page summary of the NIST Privacy Framework with an explanation of major components and how they work together.

### Quiz: Definitions and Overview

**Estimated Time:** 10 minutes

**To do:** Receive a pass grade

## Additional Resources

- [OPTIONAL: D101 Privacy Harms](#)
- [Infographic: Privacy Harms](#)
- [NIST Privacy Risk Assessment Methodology \(PRAM\)](#)

## The Core

### F112 The Core

**Estimated Time:** 45 minutes

Click the link above to enter the lesson for F112. Used almost synonymously with the NIST Privacy Framework, the framework's Core outlines five functions organized as 18 categories and one hundred outcomes (known as subcategories) that organizations may desire to achieve. This lesson teaches students how to think critically about the outcomes.

### Quiz - Interpreting Functions, Categories and Subcategories

**Estimated Time:** 10 minutes

**To do:** Receive a pass grade

## Profiles and Tiers

### F113 Profiles

**Estimated Time:** 25 minutes

The second major component of the NIST Privacy Framework is profiles. Profiles represent specific sets of desired outcomes for organizations. This lesson covers the difference between current and target profiles, as well as how to customize profiles.

### Quiz – Profiles

**Estimated Time:** 10 minutes

**To do:** Receive a pass grade

### F114 Implementation Tiers

**Estimated Time:** 25 minutes

The third major component of the NIST Privacy Framework is perhaps the least well understood. The Implementation Tiers measure your degree of risk consideration, from a partial understanding of risk to an adaptable mode where you can quickly adapt to changing circumstances.

## Quiz - Implementation Tiers

**Estimated Time:** 10 minutes

**To do:** Receive a pass grade

## Implementing the Framework

### F211 Implementing the Framework

**Estimated Time:** 25 minutes

While the previous lessons helped you understand the components that make up the NIST Privacy Framework, this lesson deals with an implementation strategy - how to use the framework to build your privacy program.

## Final Exam

To successfully complete this course, you must achieve 80% score on this final exam. It consists of 20 questions that will test your application of the NIST Privacy Framework concepts to this particular scenario.

**Scenario:** Parethi's eFlowers™ is a local florist in Washington, D.C. serving mostly the political elite in Washington's diverse international community. The shop has seventeen employees, including a manager, an assistant manager, three retail staff (one who is the supervisor), four florists and eight delivery personnel who walk, bike, scoot and drive to deliveries. They are fairly sophisticated and have an online store to place orders as well as taking in person orders in their shop using a POS (point of sale) system that integrates with their online store. Because of the clientele, the shop is particularly sensitive to privacy concerns and prides itself on discretion. The assistant manager has been tasked with building a formal privacy program and has hired you, an independent consultant, to shepherd them.