



CHECKLIST

Secure online teaching session step-by-step

<input type="checkbox"/>	Verify that the digital platform used complies with GDPR by reviewing the platform's privacy policy for data handling practices
<input type="checkbox"/>	Set up password protection or access restrictions to teaching material for secure access
<input type="checkbox"/>	Ensure documented consent of students if you want to take photos of the teaching session
<input type="checkbox"/>	Choose secure communication channels for sharing the details of the session

Notes: Adult educators can use this checklist for ensuring a secure online teaching session. It supports educators in systematically addressing data privacy and protection needs throughout the pre-session phase.