**Learner Journey for starts after 01st November 2021 (see below for the key to the knowledge criteria)**

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| **Month** | **Month 1** | **Month 2** | **Month 3** | **Month 4** |
| **IT Training & Assessing** | **Induction and Training in College** | **Training in College** | **Workplace Competency visit** | **Training in College** |
| **Teaching and Learning** | **Apprenticeship Induction and Intro to Cyber Security**  **(5 Days)** Induction and overview of apprenticeship  Cyber Security Terminology overview  Information security and Assets  Access Management | **Intro to Cyber Security 2**  **(5 days)**  Legislation & Regulation  Security Awareness & Culture  Technical Components  (Networking, Infrastructure) | **Apprentice Visit (via MS Teams or Workplace)**  Trainer & Assessor to work with Employer and Apprentice to set a workplace task that involves keeping up-to-date with legislation and industry standards relating to Cyber Security  This task relates to the “Security Culture and Legislation, Regulation” competency | **Cyber Threats**  **(5 Days)**  Critical Assets, Threats, Threat Actors, Threat Vectors,  Vulnerabilities, Controls,  Defence in Depth |
| **Assessment** | Initial / Baseline Assessment of Apprentice Knowledge  Formative Assessment - Test on Core Cyber Security Terminology. | Formative Assessments In class via MS Forms and Practical Assessments e.g. Creation of network configurations from documented scenarios using Cisco Packet Tracer | Research Task assigned to expand apprentice knowledge of topic in the context of their employment  Task assigned and tracked via Smart Assessor | Formative Assessments in class via MS Forms and Practical Assessments e.g. labs covering common vulnerability exposures |
| **Portfolio Evidence** | OTJ entry for 1st day on Smart Assessor, show apprentices how to upload / link evidence | Apprentices will focus on opportunities to evidence “following information security procedures and maintain security controls” | Relevant skills competencies are shown below | Apprentices will have the training on physical, procedural and technical controls and vulnerabilities ready for their EPA **Knowledge Test** and also exposure to practical labs for further development of hands-on skills |
| **EPA Preparation** | Knowledge competencies within this block are assessed via **Knowledge Test**.  Tests are formulated to prepare apprentices for the **Knowledge Test** within their EPA | Principles of governance and components of an organisations technical infrastructure as well as CIA triad will prepare for the portfolio project in the workplace | Improve apprentices ability to write their portfolio evidence using English, and appropriate Cyber Security terminology | Knowledge of security vulnerabilities and cyber security controls will prepare for the **Knowledge Test** during EPA |
| **Employer tasks and application of knowledge learnt** | Review Cyber Security Technician standard and supporting documentation to gain a robust understanding of the support the apprentice will need to evidence the competencies throughout the course, as defined by the standard | Employer to utilise Competency / Portfolio Tracker document provided to identify what competencies can and cannot be achieved in current role, and for those not achievable create an action plan to resolve | Employer to utilise Competency / Portfolio Tracker document to develop training plan alongside trainer to ensure competencies are achievable by apprentice, with defined dates for completion.  Employer to ensure the apprentice has protected OTJ hours and is on track with training plan. Work with and give opportunities for the apprentice to follow security procedures and stay up to date with Legislation, applicable Regulations and Industry Standards | Employer to utilise Competency / Portfolio Tracker document provided to monitor progress i.e. planned vs actual |
| **KSBs** | **K1**: Technical components,  **K7**: Cyber Core Terminology,  **K11**: Access Management,  **K12**: Information Asset Management | **K4**: Legislation & Regulation, **K5**: Cyber Awareness, **K22**: Organisational Security Awareness, **K23**: Evolving Cyber Security Issues, **K24**: Security Culture & Awareness, **K25**: Maintaining Privacy & Confidentiality, **K28**:Current orFuture Regulatory Requirements, **K30**: Roles of Multidisciplinary Team | **S1**: Follow Procedures, **S2**: Maintain controls , **S3**: Develop Security Training Resources, **S4**: , Monitor security Training & Awareness **S6**: Follow Procedures to install security controls , **S9**: Access control to data, **S10**: Inventory of digital assets, **S18**: Review of policies, procedures, standards, **S22**: Remain current with legislation | **K3**: Controls,  **K14**: Vulnerabilities |
| **Progress reviews** | TC review every 6 weeks | Ongoing Progress Monitoring | TC Review | Ongoing Progress Monitoring |
| **Month** | **Month 5** | **Month 6** | **Month 7** | **Month 8** |
| **IT Training & Assessing** | **Workplace Competency visit** | **Training in College** | **Workplace Competency visit** | **Training in College** |
| **Teaching and Learning** | **Apprentice Visit (via MS Teams or Workplace)**  Trainer & Assessor to work with Employer and Apprentice to set a workplace task that involves the maintenance of cyber security controls - physical, procedural or technical. | **Vulnerability Assessment**  **(5 Days)**  Threat sources,  Network Reconnaissance | **Apprentice Visit (via MS Teams or Workplace)**  Trainer and Assessor to work with Employer and Apprentice to create a workplace task that involves identifying and understanding vulnerabilities that may exist within the organisations technical infrastructure i.e. versions of server / desktop operating system or types of firewall etc. | **Incident Response**  **(5 Days)**  Information Security Event Response,  Incident Management & Reporting |
| **Assessment** | Trainer & Assessor to provide feedback to apprentice via Smart Assessor regarding last visit, and set new tasks and KSB targets  Trainer & Assessor to ensure evidence presented meets the expected level of competence  Actions, Deadlines and Plans set at end of meeting | Formative Assessments by in class tests via MS Forms and practical assessments such as labs and scenarios | Trainer & Assessor to provide feedback to apprentice via Smart Assessor regarding last visit, and set new tasks and KSB targets  Trainer & Assessor to ensure evidence presented meets the expected level of competence  Actions, Deadlines and Plans set at end of meeting | Formative Assessments by In class tests via MS Forms and practical assessments such as labs and scenarios |
| **Portfolio Evidence** | KSBs from given tasks set by Trainer & Assessor  Apprentice to upload and link evidence on Smart Assessor | Apprentices will have training on Vulnerability scanning techniques and identifying threats as well as general assessments of networking configurations | KSBs from given tasks set by Trainer & Assessor  Apprentice to upload and link evidence on Smart Assessor | Apprentices will have training on security monitoring and how a Security Operation Centre handles Security events |
| **EPA Preparation** | Evidence for Portfolio, and English skills will be developed ready for EPA | Networking reconnaissance practical activities will provide the apprentice with hands-on skills ready for **scenarios** during the EPA | Evidence for a portfolio and English skills will be developed ready for EPA. | Security Incident handling will provide the apprentice with skills ready for the **scenarios** in the EPA |
| **Employer tasks and application of knowledge learnt** | Employer to ensure that the apprentice has protected OTJ hours, and opportunities to maintain and implement security controls | N/A | Employer to ensure that the apprentice has protected OTJ hours and is on track with training plan, which can be amended / enhanced in line with business needs and opportunities | N/A |
| **KSBs** | **S15**: Categorise threats, vulnerabilities and risks | **K15**: Vulnerability Assessment,  **K16**: Threat Sources | **S11**: Vulnerability Assessment Scopes, **S12**: Evaluation of a vulnerability assessment, **S13**: Routine threat intelligence gathering, **S14**: Risk Assessment of Digital information | **K8**: Operational Tasks, **K10**: Information Security Events, **K19**: Security event, incident, exception and management reporting requirements, **K26**: Service Desk Delivery |
| **Progress reviews** | Ongoing Progress Monitoring | TC Review | Ongoing Progress Monitoring | TC Review |

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| **Month** | **Month 9** | **Month 10** | **Month 11** | **Month 12** |
| **IT Training & Assessing** | **Workplace Competency visit** | **Training in College** | **Workplace Competency visit** | **Training in College** |
| **Teaching and Learning** | **Apprentice Visit (via MS Teams or Workplace)**  Trainer & Assessor to work with Employer and Apprentice to create a workplace task that involves administrative operational task i.e. responding to and investigating security events, processing requests for access (RBAC requests), Blocked Email Analysis / Release, Investigation of Internet Traffic anomalies etc. | **Digital Forensics**  **(5 Days)**  Forensic principles & Encryption tools | **Apprentice Visit (via MS Teams or Workplace)**  Trainer & Assessor to work with Employer and Apprentice to create a workplace task that involves either the use of Forensic or Cryptographic tools / material i.e. Digital Certificates | **ISMS/Auditing**  **(5 Days)**  Business Continuity Planning (BCP),  Disaster Recovery |
| **Assessment** | Trainer & Assessor to provide feedback to apprentice via Smart Assessor regarding last visit, and set new tasks and KSB targets  Trainer & Assessor to ensure evidence presented meets the expected level of competence  Actions, Deadlines and Plans set at end of meeting | Formative Assessments by In Class tests via MS Forms and practical activities for scenario-based competencies | Trainer & Assessor to provide feedback to apprentice via Smart Assessor regarding last visit, and set new tasks and KSB targets  Trainer & Assessor to ensure evidence presented meets the expected level of competence  Actions, Deadlines and Plans set at end of meeting | Formative Assessments by In Class test using MS Forms and practical assessments for Information Security Management System |
| **Portfolio Evidence** | KSBs from given tasks set by Trainer & Assessor  Apprentice to upload and link evidence on Smart Assessor | Apprentices will have training on Digital Forensic Principles (ACPO Good Practice Guide for Digital Evidence) | KSBs from given tasks set by Trainer & Assessor  Apprentice to upload and link evidence on Smart Assessor | Training in College to give knowledge to apprentices about Risks, Risk Management, Auditing and compliance as well as security policies |
| **EPA preparation** | Evidence for a portfolio and English skills will be developed ready for EPA. | Forensic principles will provide the knowledge ready for the **Knowledge Test** during the EPA | Evidence for a portfolio and English skills will be developed ready for EPA | ISMS / Auditing will provide the apprentice with knowledge which can be applied both in the workplace and scenarios during EPA |
| **Employer tasks and application of knowledge learnt** | Employer to ensure that the apprentice has protected OTJ hours and is on track with training plan, which can be amended / enhanced in line with business needs and opportunities | N/A | Employer to ensure that the apprentice has protected OTJ hours and is on track with training plan | N/A |
| **KSBs** | **S7**: Monitor Security Events, **S8**: Escalation of security events, **S21**: Communicate between a multi-disciplinary team | **K9**: Cryptographic tools, **K18**: Digital Forensic Principles | **S16**: Document information security events | **K2**: Policies, **K6**: Compliance, **K13**: Disaster Prevention and Recovery, **K20**: Security Policies, **K21**: Auditing, **K27**: Risk Management |
| **Progress reviews** | Ongoing Progress Monitoring | TC Review | Ongoing Progress Monitoring | TC Review |
| **Month** | **Month 13** | **Month 14** | **Month 14** | **Month 15** |
| **IT Training and Assessing** | **Workplace Competency visit** | **Portfolio Preparation in College** | **Recap Session in College** | **Portfolio Preparation in College** |
| **Teaching and Learning** | **Apprentice Visit (via MS Teams or Workplace)**  Trainer & Assessor to work with Employer and Apprentice to create a workplace task that involves ISMS internal / external / customer audit requirements, procedures, planning and risk management | **Evidence Collation, Review & Feedback**  **(3 Days)**  Review of evidence gathered from “real world” projects which apprentices have undertaken in the workplace, using the knowledge and skills gained both in college and the workplace | **Knowledge Module Recap Session**  **(2 Days)**  Recap of knowledge for all Modules | **Evidence Collation, Review & Feedback**  **(2 Days)**  Review of evidence gathered from “real world” projects which apprentices have undertaken in the workplace, using the knowledge and skills gained both in college and the workplace |
| **Assessment** | Trainer & Assessor to provide feedback to apprentice via Smart Assessor regarding last visit, and set new tasks and KSB targets  Trainer & Assessor to ensure evidence presented meets the expected level of competence  Actions, Deadlines and Plans set at end of meeting | N/A | N/A | N/A |
| **Portfolio Evidence** | KSBs from given tasks set by Trainer & Assessor  Apprentice to upload and link evidence on Smart Assessor | Duties Evidence Gathering | Duties Evidence Gathering | Duties Evidence Gathering |
| **EPA Preparation** | Evidence for a portfolio and English skills will be developed ready for EPA. | N/A | N/A | N/A |
| **Employer tasks and application of knowledge learnt** | Employer to ensure that the apprentice has protected OTJ hours and is on track with training plan | N/A | N/A | N/A |
| **KSBs** | **S17**: Info Management reporting, S**19**: Compliance checks, S**20**: Audit requirements and gathering of data | N/A | N/A | N/A |
| **Progress reviews** | Ongoing Progress Monitoring | TC Review | TC Review | TC Review |

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| **Month** | **Gateway** | **Month 16** | **Month 17** | **Month 18** |
| **IT Training and Assessing** | **Enter Gateway** | **EPA** | **EPA** | **EPA Resits** |
| **Teaching and Learning** | **Portfolio check**  Functional Skills submitted to Ace 360 | **Scenario Demonstrations & Knowledge Test**  Undertaken during this month between Weeks 1-3  Allowing 2 days for knowledge test Revision | **Professional Discussion based upon Portfolio**  Must be completed by the 35th working day (Weeks 4-8) | **EPA Resits**  Must be completed within 3 months of entering Gateway |
| **Assessment** | N/A | N/A | N/A | N/A |
| **Portfolio Evidence** | Portfolio Submission | N/A | N/A | N/A |
| **EPA Preparation** | Ready for EPA | N/A | N/A | N/A |
| **Employer tasks and application of knowledge learnt** | Employer to complete Gateway Template | Employer to provide protected time for apprentice to complete Scenario demonstrations and Knowledge Test, including any preparation time required | Employer to provide protected time for apprentice interview | Employer to provide protected time for apprentice to undertake any resits |
| **KSBs** | N/A | N/A | N/A | N/A |
| **Progress reviews** | TC Review | TC Monitor Progress | TC Monitor Progress | TC Review |