



GDPR COMPLIANCE

How to get your website and online business GDPR compliant in 40 minutes – the easy, reasonable and non-overwhelming way (even if you only vaguely know what GDPR is!)

1. What is GDPR and does it apply to you? General Data Protection Regulation and it applies to you.
2. A sensible, reasonable and actionable approach – Suzanne Dibble
3. Main points:
 - a. Transparency – why are you collecting the data, privacy policy at the point of collection
 - b. Consent – affirmative act
 - c. Privacy policy
4. What you actually need to do:
 - a. Audit your personal data records
 - b. Refresh your Privacy Policy - <https://goo.gl/4kvGZ5>
 - c. Email your list and ask for GDPR compliant consent
 - d. Add a consent checkbox to your optins - <https://goo.gl/Jj1qNA>
 - e. Add a consent checkbox to your contact forms
 - f. Add a consent checkbox to your online shop - WP GDPR Compliance Plugin
 - g. Add a consent checkbox to your online course registration page
 - h. Comply with the data protection principles and maintain records of processing