

P-BON CONSULTING SERVICES, INC.

Technology. Strategy. Results.

Windows 11 Fundamentals & Security Training

A Hands-On Session for Staff Moving Onto Windows 11

TRAINING & SKILL DEVELOPMENT — HANDS-ON SESSION

SERVICE PROPOSAL — \$249 PER SESSION

Prepared by

Wlad Pierre-François, Ph.D.

Founder & President, P-Bon Consulting Services, Inc.

info@pbonconsulting.com · (516) 734-1515 · pbonconsulting.com

August 2026

Table of Contents

1. Executive Summary
2. About P-Bon Consulting Services, Inc.
3. Statement of Need
4. Scope of Work & Deliverables
5. Methodology — How This Is Delivered
6. Objectives & Success Metrics
7. Who This Is For
8. Timeline
9. Team
10. What You Need to Provide
11. Investment
12. Compliance & Regulatory Alignment
13. Why P-Bon Consulting
14. Next Steps

1. Executive Summary

P-Bon Consulting Services, Inc. proposes the Windows 11 Fundamentals & Security Training, a 2.5-hour, hands-on session for up to 15 staff, delivered online or on-site, priced flat at \$249 per session with the recording included.

Windows 10 end-of-support is pushing many small businesses through a hardware or OS refresh cycle they didn't plan around training. Staff land on unfamiliar Windows 11 machines with device encryption and security settings either misconfigured or simply never turned on, because IT set the machine up but nobody walked the end user through what changed or what protects them.

2. About P-Bon Consulting Services, Inc.

P-Bon Consulting Services, Inc. is an IT managed services and cybersecurity advisory firm founded and led by Wlad Pierre-François, Ph.D., serving law firms, medical practices, financial services companies, and small-to-midsize businesses across the NY Metro area. The firm's approach is compliance-native: every engagement — from a single toolkit to an ongoing managed IT program — is built with the regulatory realities of HIPAA, the NY SHIELD Act, NY DFS Part 500, SEC Reg S-P, and FINRA Rule 4511 already accounted for, not bolted on afterward.

Relevant qualifications for this offering:

- Direct experience deploying and securing Windows 11 fleets for regulated managed-IT clients — this session is built from that same deployment checklist, not a generic new-OS overview.
- Established practice translating technical security concepts for non-technical staff.
- On-site delivery available within the NY Metro service area, so training can happen on participants' actual machines.

3. Statement of Need

Untrained staff also tend to dismiss or disable security prompts they don't understand, quietly reducing whatever protection was configured at setup. A new interface paired with unexplained security features is a predictable source of both lost productivity and reduced security posture — not because staff are careless, but because nobody walked them through what changed.

4. Scope of Work & Deliverables

The session covers four blocks, moving from interface orientation to the security features that matter most:

- Navigation and workspace customization — Start menu/taskbar changes, virtual desktops, Snap Layouts.
- Security settings — a full walkthrough of the Windows Security app, explaining what each toggle actually does.
- BitLocker basics — what device encryption protects against, how to confirm it's on, and recovery-key handling.
- Modern Windows 11 features — relevant productivity features scoped to what's actually useful for the organization.

5. Methodology — How This Is Delivered

1. Pre-session intake — confirm the current device fleet and OS version mix.
2. Live session — 2.5 hours, online or on-site (client's choice; on-site available within the NY Metro service area).
3. Hands-on walkthrough — conducted on participants' actual machines where possible.
4. Recording distribution.
5. Optional short follow-up Q&A.

6. Objectives & Success Metrics

Objective	Success Metric
Build working comfort with Windows 11 navigation	Participants complete at least 3 guided navigation tasks
Confirm device encryption status	Every participant checks and confirms BitLocker status on their own device during session
Reduce security-prompt dismissal	Participants can explain what each core Windows Security toggle does
Deliver regardless of format	Recording available for online or on-site sessions equally

7. Who This Is For

Teams of up to 15 transitioning to Windows 11 — new hardware rollout, OS refresh ahead of Windows 10 end-of-support, or onboarding new staff onto an existing Windows 11 fleet.

8. Timeline

2.5 hours • Online or on-site • Up to 15 people • Recording included

Stage	What Happens
Booking & scheduling	Session date/time and format (online/on-site) confirmed at invoice
Pre-session intake	Sent 1 week before session
Live session	2.5 hours, scheduled date
Recording distribution	Within 24 hours of session
Optional follow-up Q&A	Within 2 weeks of session, on request

9. Team

Delivered live by Wlad Pierre-François, Ph.D.

10. What You Need to Provide

- Registration list (names/emails, up to 15 participants)
- Confirmation of session format (online or on-site) and, if on-site, a venue with participant devices available
- Completed pre-session intake on device fleet and OS version mix

11. Investment

Line Item	Basis / What's Included	Cost
Windows 11 Fundamentals & Security Training	2.5-hour session, online or on-site, up to 15 participants, recording included	\$249 per session
On-site delivery outside NY Metro	Travel scoped separately	Quoted on request

Comparable vendor-led Windows 11 rollout training is typically bundled into much larger device-deployment contracts rather than offered as a standalone session. This is priced to be requested on its own, independent of any hardware purchase.

12. Compliance & Regulatory Alignment

Confirmed device encryption status directly supports HIPAA's addressable encryption specification and general due-diligence expectations around lost or stolen device incidents.

13. Why P-Bon Consulting

- The same firm that configures the security baseline also teaches it — no disconnect between what's deployed and what's explained.
- On-site option for firms that want hands-on floor support, not just a webinar link.
- Built from a real deployment checklist, not a generic "what's new in Windows 11" overview.

14. Next Steps

Request the training through the solutions page or contact page. An invoice follows immediately at the listed price; the session is scheduled once payment clears.

Not sure this is the right fit? A short conversation is cheaper than the wrong toolkit — reach out at info@pbonconsulting.com or (516) 734-1515 before requesting this item.