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Business Continuity, Disaster Recovery, and Resilience Training

Without a comprehensive and thorough BIA, your company's business continuity program and plan can be off-track

Without a comprehensive and thorough BIA, the ability of your company to recover from disaster is jeopardized

About Sentryx

Sentryx is dedicated to providing professional business continuity training and consulting services.

Our course instructors are experienced business continuity professionals with industry designations from BRCCI, BCI, and ISC².

For more information on business continuity training and consulting services, email us at info@sentryx.com or visit our web site at www.sentryx.com.



ADVANCED BUSINESS IMPACT ANALYSIS

1-day BIA Intensive Training Workshop

Description

The Business Impact Analysis (BIA), an essential part of the business continuity and disaster recovery planning process, helps business understand its financial and operational exposures in the event of an interruption. The BIA identifies mission-critical areas and business processes that are critical to the survival of business and analyses financial and operational impact to business if these processes are interrupted as a result of a disaster. Overall, the BIA raises senior management's awareness of undesirable consequences and potential operational risk and helps to justify the need for a business continuity plan.

The BIA helps organizations:

- Identify and prioritize recovery of mission critical business functions and processes.
- Identify requirements for recovery such as critical IT systems, applications, vital records, equipment and resources.
- Identify the extent of financial impact to business in terms of monetary losses such as lost sales, lost funding, and contractual penalties.
- Identify the extent of operational impact to business in terms non-monetary losses related to business operations such as competitive edge, damage to investor confidence, poor customer service, low staff morale, and damage to business reputation.

It is crucial for a business to conduct a comprehensive and effective BIA in order to develop a suitable business continuity strategy and effective business continuity plan, and to enable business to successfully recover from disaster. Therefore, a company's internal BIA team should possess expert knowledge and skills to conduct all BIA activities.

Sentryx' Advanced Business Impact Analysis training course is designed to prepare students to conduct an effective BIA and develop the skills of students to enable them to successfully manage and coordinate a BIA project.

An intensive course that teaches you the steps necessary to conduct your own comprehensive and thorough Business Impact Analysis.

(See reverse side for course topics)

Advanced Business Impact Analysis (1-day intensive workshop)



Course Outline

BIA is an intensive one day training workshop. It assumes that students have no prior knowledge of and/or experience in business continuity planning or disaster recovery planning and have never conducted a business impact analysis.

This course is divided into three main parts. The first part consists of a presentation of business impact analysis topics. The second part focuses on BIA templates. The third part is a workshop devoted to a detailed case study of a BIA of an example organization.

Part 1 Course Presentation:

Course presentation topics include the following:

- Business impact analysis purpose, objectives, and scope, deliverables, and sponsorship.
- BIA project initiation, cost, effort, and justification
- Organizing an effective BIA team
- BIA optimization strategy
- Key BIA concepts and terminologies
- Collecting background information
- Data collection methods
- BIA interview and workshop techniques
- Defining accurate and consistent terminologies
- Business impact analysis critical success factors
- Role of IT/Non-IT resources and services in a BIA
- Role of work-around procedures in a BIA
- Measuring impact of business interruption
- Key business impact indicators
- Understanding BIA process flow and activities
- Preparing BIA questionnaires
- Controlling and leading BIA interviews/ workshops
- Reviewing and customizing BIA templates
- BIA template input, output, and data analysis component
- Assignment of BIA activities to team members
- Desk review of BIA responses
- Resolving data inconsistencies and inaccuracies
- BIA report preparation process
- BIA report presentation

Part 2 BIA Templates and Steps

In part 2, students will conduct a detailed walk-through of BIA steps and templates. Students will learn to customize templates to suite their own organization impact analysis.

Part 3 BIA Case Study

In part 3, students will participate in a detailed case study of a BIA for an example organization. Students will apply the BIA concepts and steps from Part 1 and use the templates from Part 2 in Part 3. Part 3 provides a realistic and practical scenario that will enable students to conduct a business impact analysis in their own organization.

Why Take This Course?

Students taking this course will be able to:

- Manage and coordinate an internal business impact analysis
- Analyze BIA information
- Prepare and present a BIA report to senior management
- Formulate recommendations and next steps for the business continuity program and business continuity plan
- Avoid common BIA project mistakes
- Start or enhance a business continuity program
- Establish an effective business continuity strategy and business continuity plan that is aligned with BIA recovery requirements.
- Demonstrate confidence and expert knowledge and skills in all BIA activities

Who Should Attend?

This course is intended for anyone with or without prior business impact analysis experience.

Anyone responsible for developing business continuity plans and disaster recovery plans, managing business continuity projects, or participating in business continuity planning should attend this course. The following personnel are strongly recommended to attend this course:

- Business continuity coordinator
- BC program auditor/compliance auditor
- Information security auditor
- Financial auditor
- Internal/external auditor
- Risk management professionals
- Business continuity professional/consultant
- Senior executive and management
- Emergency/disaster recovery professionals

Learn how to understand your company's financial and operational exposures in the event of an interruption

Develop expert knowledge and skills to conduct a comprehensive and thorough business impact analysis

Course Handouts

- Workbook
- BIA Templates
- Case Study

Course Information

This course is available for on-site and off-site training.

The off-site course fee is \$995 USD.

For course inquiries, email us at info@sentryx.com or call 1 800 869 8460.