CONTINUITY SHOP

BCI CBCI Certification Training
Course Outline

Course Overview

Join Continuity Shop in 2024 as a launch partner of the BCI to experience the latest edition of the Business Continuity Institute's CBCI Certification Training Course. This course has undergone a comprehensive update after the release of the GPG 7.0 version at the BCI's World Conference in November 2023. The new course incorporates changes from the 2018 edition and aligns with evolving Business Continuity practices.

Noteworthy alterations in terminology, now more closely aligned with ISO terms, reflect the dynamic nature of the discipline. This course not only considers these changes but also equips you to excel in the updated exam and empowers you to establish, implement, and maintain a robust Business Continuity Management System within your organization.

As trailblazers in BCI Certification courses, Continuity Shop boasts over twenty years of successful CBCI training experience training clients from central government, defence and security services, central banks, multinational corporations, international media outlets, and many more sectors. Whether in a classroom or online setting, our experienced tutors provide personalized attention and support throughout the course. Engage in breakout sessions and group discussions to foster a collaborative and enriching learning environment.

Comprising six carefully designed modules, this course ensures a comprehensive revision of best practices in business continuity, thoroughly preparing you for the BCI Certificate exam:

Module 1: Establishing a BCMS (PP1)
Module 2: Embracing Business Continuity (PP2)
Module 3: Analysis (PP3)
Module 4: Solutions Design (PP4)
Module 5: Enabling Solutions (PP5)
Module 6: Validation (PP6)

Course Objectives

- Gain a solid knowledge and understanding of the BCI's Good Practice Guidelines
- Gain the expertise required to practice business continuity
- Be thoroughly prepared to take the CBCI examination
- Gain practical insight into good business continuity practice
- Benefit from the knowledge of and lessons learned by experienced business
- continuity practitioners

Who Should Attend This Course?

- Those responsible for Business Continuity Management or Organisational Resilience in their organisation.
- Anyone who would like to gain a formal qualification in Business Continuity Management.

About the Course

The BCI Good Practice Guidelines Training and Exam course is 4 days long. The course is run via three channels:

- Classroom-based at one of our nationwide training venues in London, the Cotswolds, or Manchester
- Remote Tutor Led Training via Microsoft Teams
- In-House at any location in the world, or via Microsoft Teams

Regardless of the channel, each course is run by one of our BCI approved tutors, who have all reached at least MBCI status and have many years' experience across a broad range of sectors.

Pre-Course Reading

The CBCI Exam is based principally on your knowledge of the BCI Good Practice Guidelines, making it required reading for the exam and preceding course. We recommend reading as much as possible prior to attending. A digital copy of GPG Edition 7.0 is provided to every attendee. Hard copies are also available if desired.

Course Schedule

DAY	SESSION	CONTENT
1	1	Introduction
	2	Mock Exam 1
	3	Module 1: Establishing a BCMS
2	1	Module 2: Embracing Business Continuity
	2	Module 3: Analysis
3	1	Module 4: Solutions Design
	2	Module 5: Enabling Solutions (pt. 1)
4	1	Module 5: Enabling Solutions (pt. 2)
	2	Module 6: Validation
	3	Mock Exam 2

The CBCI Examination

The CBCI exam evaluates your understanding of the Good Practice Guidelines (GPG), which serve as a comprehensive manual outlining the industry's best practices for business continuity and resilience. From January 2024 onwards, the exam is made up of 90 multiple-choice questions and is 90 minutes long. The exam is currently run exclusively online, and is administered by a proctor (examiner) via webcam by the BCI's exam delivery partners; TesTrac and Examity. Proctors are located around the world enabling you to take the exam at a time that suits you.

The concepts and topic areas of the examination have been derived from a detailed analytical study of the BCI's Good Practice Guidelines completed by a collection of BCI Subject Matter Experts (SMEs). Each question lists four possible answers, only one of which is the correct or "best possible answer". From January 2024, candidates taking the CBCI exam must possess a copy of the Good Practice Guidelines Edition 7.0, as the exam is based on this book. We supply a free PDF copy with every CBCI course booking, but we can also supply hard copies for an additional fee.

The pass mark for the exam is set at 70. A candidate scoring 85 or above will receive a Pass With Merit result in their exam and this will be recorded on their CBCI certificate. Candidates who achieve a Pass or Pass With Merit can apply to become an Associate Member of the BCI (AMBCI), Member of the BCI (MBCI), or Fellow of the BCI (FBCI), subject to appropriate evidence of their professional experience. You will receive your results immediately after completing the exam. These are then verified by the BCI who will subsequently send formal confirmation along with your certificate with 4 weeks.

The minimum IT requirements to take the online exam are as follows:

- A desktop computer or laptop in good working order with 1 GB of RAM or higher. Tablets, Chromebooks and Mobile phones cannot be used.
- A working built-in or external webcam (640×480 video pixel resolution) and microphone.
- Working speakers connected to the computer.
- Internet speed must be at least 2 Mbps download and 2 Mbps upload. Hot spots are not recommended.
- Browser (IE/EDGE, Firefox, Chrome, Safari) with pop-up blocker disabled.
- Sitting this examination will involve connecting to a site outside of your network security settings. If you are planning to take the exam at work, please speak to your IT Department and ask them to open ports 80, 443 and 1935.

Any questions?

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