



CONTINUITY SHOP

Business Continuity Foundation Course

Course Outline

Course Overview

Join us for an immersive three-day course that provides a solid foundation in Business Continuity. Throughout this program, you will be guided through the entire BCM Lifecycle, gaining valuable insights into crucial aspects such as BIA, strategy development, exercising, embedding BC within your organization, media management, and much more. Designed for individuals who have recently taken on the responsibility of BC in their organization, this course caters to those with limited experience in the field.

Based on the Business Continuity Institute's Good Practice Guidelines and ISO 22301, our course ensures alignment with industry best practices and standards.

Course Highlights:

- Understanding the Nature of Incidents
- Exploring Key Concepts and Terminology
- Conducting an Effective Business Impact Analysis (BIA)
- Evaluating Risks for Effective Decision-Making
- Choosing Resumption Strategies that Align with Your Business Objectives
- Developing Emergency, Continuity, and Incident Management Plans
- Practical Plan Exercising Techniques for Enhanced Preparedness
- Raising Awareness and Embedding Business Continuity in the Organizational Culture
- Navigating Media Engagement during Crisis Situations
- Effective Management of the Continuity Program
- Getting Started: Initiating Your Business Continuity Journey

Our expert instructors will lead engaging sessions, leveraging their extensive experience to ensure a comprehensive learning experience. Throughout the course, you'll benefit from interactive discussions, practical exercises, and real-world examples that will enhance your understanding and practical application of the concepts.

Upon completion of the course, you will possess the knowledge and skills necessary to navigate the complexities of business continuity confidently. Don't miss this opportunity to kickstart your BC journey and make a positive impact on your organization's resilience.

Learning Outcomes

You will leave this course with a sound knowledge of the fundamentals of business continuity, and with the practical knowhow to implement a basic business continuity programme in your own organisation.

Taking the Course

The Business Continuity Foundation Course is 3 days long. The course is run via three channels:

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

Course Schedule

Day	Session	Activity
1	1	What is a BC Incident?
	2	The structure of a BCM programme
	3	Business Impact Analysis
	4	Relocation options
	5	Choosing strategies
2	1	Developing resilience in IT and other areas
	2	Emergency response
	3	Recovery plans at process and activity level
	4	Incident management plans and the media
	5	Continuity activity
3	1	Exercising, maintenance and standards
	2	Awareness and training
	3	Programme management, BCM roles, supporting resources and next steps

About Our Online Training

Our tutor-led online training aims to replicate the classroom training experience as closely as possible, with full interaction between the tutor and delegates. We exclusively use MS Teams for online training. You can download the app for free direct from Microsoft. Please ensure your computer meets the minimum requirements for Teams before the training begins. You may also need to check with your IT administrators that you do not need any particular settings to be able to successfully use the app.

Any Questions?

Call Us

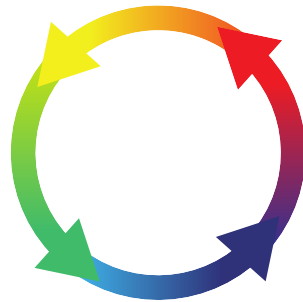
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