

Symmetrix Business Continuity Management Student Guide

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Symmetrix Business Continuity Management 2015

Student Guide

Andrew Hiles



Symmetrix Business Continuity Management 2015 Student Guide:

Principles and Practice of Business Continuity Jim Burtles, KLJ, CMLJ, FBCI, 2015-01-01 This comprehensive how to guide captures the distilled wisdom and experience of Jim Burtles a founding fellow of the Business Continuity Institute an internationally renowned figure in business continuity with over 30 years of experience and teaching across 22 countries and a veteran of practical experience that includes recovery work with victims of events such as bombings earthquakes storms and fires along with technical assistance support in more than 90 disasters and advice guidance for clients in over 200 emergency situations As such this book is a gold mine of practical information based on solid theoretical underpinnings It is an ideal combination of the practice of business continuity standards best practices global perspectives and the process of business continuity planning development implementation and maintenance Jim presents a clear picture of not only how to do what needs to be done but why By striking a balance between theory and practice Jim s approach makes the reader s job much easier and more effective Illustrated with numerous charts forms and checklists the book covers business continuity management from start to finish understanding risks assessing impact and developing a Business Impact Analysis choosing contingency strategies emergency response processes and procedures salvage and restoration disaster recovery developing business continuity plans including those for business continuity emergency response crisis management function restoration and disaster recovery maintaining long term continuity reviewing and auditing plans exercising and testing plans crisis management dealing with various personnel issues before during and after a crisis and working with a variety of agencies and people including local authorities regulators insurers fire and rescue personnel and neighbors This comprehensive reference based on years of practical experience will ensure that the reader is in a position to engage in all of the activities associated with the development delivery exercise and maintenance of a business continuity program There is a glossary of 90 business continuity terms The accompanying downloadable BCP Tool Kit has 24 planning and analysis tools including sample plans for evacuation emergency response and crisis management scripts and plot development tools for creating exercises to test and audit plans analysis tools for fire exposure service impact resource requirements etc It also includes checklists case studies and Web references In addition to those highlighted above this book includes additional important features Ideal for senior undergraduate MBA certificate and corporate training programs Chapter overviews and conclusions charts graphs and checklists throughout Glossy of 90 business continuity terms Downloadable Business Continuity Tool Kit including templates of a sample business continuity plan evacuation plan emergency response plan crisis management plan case studies and exercises student assignments Websites reader self assessment Instructor Materials including PowerPoint slides Syllabus and Instructor s Manual for 8 week course with emphasis on student role playing Author is a business continuity management pioneer and legend

Study Guide to Business Continuity and Disaster Recovery

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Business Continuity Planning Kenneth L. Fulmer,2004-10-04 Includes complete book contents plus planning forms and template on CD ROM for the beginner or experienced contingency planner web site

Business Continuity and Risk Management Kurt J. Engemann,Douglas M. Henderson,2013-07-27 As an instructor you have seen business continuity and risk management grow exponentially offering an exciting array of career possibilities to your students They need the tools needed to begin their careers and to be ready for industry changes and new career paths You cannot afford to use limited and inflexible teaching materials that might close doors or limit their options Written with your classroom in mind Business Continuity and Risk Management Essentials of Organizational Resilience is the flexible modular textbook you have been seeking combining business continuity and risk management Full educator designed teaching materials available for download From years of experience teaching and consulting in Business Continuity and Risk Kurt J Engemann and Douglas M Henderson explain everything clearly without extra words or extraneous philosophy Your students will grasp and apply the main ideas quickly They will feel that the authors wrote this textbook with them specifically in mind as if their questions are answered even before they ask them Covering both Business Continuity and Risk Management and how these two bodies of knowledge and practice interface Business Continuity and Risk Management Essentials of Organizational Resilience is a state of the art textbook designed to be easy for the student to understand and for you as instructor to present Flexible modular design allows you to customize a study plan with chapters covering Business Continuity and Risk principles and practices

Information Technology and Information Security Emergency Response and Crisis Management Risk Modeling in depth instructions for students needing the statistical underpinnings in Risk Management Global Standards and Best Practices Two real world case studies are integrated throughout the text to give future managers experience in applying chapter principles to a service company and a manufacturer Chapter objectives discussion topics review questions numerous charts and graphs Glossary and Index Full bibliography at the end of each chapter Extensive downloadable classroom tested Instructor Resources are available for college courses and professional development training including slides syllabi test bank discussion questions and case studies Endorsed by The Business Continuity Institute BCI and The Institute of Risk Management IRM QUOTES It s difficult to write a book that serves both academia and practitioners but this text provides a firm foundation for novices and a valuable reference for experienced professionals Security Management Magazine The authors bring the subject to life with rich teaching and learning features making it an essential read for students and practitioners alike Phil AUTHOR BIOS Kurt J Engemann PhD CBCP is the Director of the Center for Business Continuity and Risk Management and Professor of Information Systems in the Hagan School of Business at Iona College He is the editor in chief of the International Journal of Business Continuity and Risk Management Douglas M Henderson FSA CBCP is President of Disaster Management Inc and has 20 years of consulting experience in all areas of Business Continuity and Emergency Response Management He is the author of Is Your Business Ready for the Next Disaster and a number of templates The Definitive Handbook of Business Continuity Management Andrew Hiles,2008-07-31 How long would your business survive an interruption What if operations were destroyed by fire or flood negative media drives away customers or the company database is stolen or infected by a virus How well are you prepared to deal with disaster This comprehensive guide tells you why you need a plan and then will help you put one together including fully updated detailed glossary and additional examples from the USA Australia and Europe Clearly split into useful sections the book is easy to navigate The Definitive Handbook of Business Continuity Management has been revised and updated to reflect new regulations and standards by one of the top international authorities in the field this is an important book for anyone within the business continuity industry Seven new chapters include coverage of US Homeland Security measures relating to IT UK Civil Contingencies Act relating to business continuity NFP 16000 US National Fire Prevention Association 1600 Business Continuity standard British Standards Institution Business Continuity Institute Publicly Available Standard 56 and other current and upcoming standards Other emerging standards Singapore standard for Disaster Recovery service providers Australia Pandemic planning With contributions from leading practitioners in the industry The Definitive Handbook of Business Continuity Management has established itself as an invaluable resource for anyone involved in or looking to gain a detailed appreciation of the rapidly emerging area of business continuity and disaster recovery within the corporate environment **Business Continuity Management System** Wei Ning Zechariah Zechariah Wong,Jianping Shi,2014-11-03 A business continuity management

system BCMS is a management framework that prepares the organization by developing business continuity strategies to meet its business and statutory obligations during an incident. It is about optimizing service availability and preserving business performance to secure future growth in the market. Business Continuity Management System offers a complete guide to establishing a fit for purpose business continuity capability in your organization. Structured in line with the principles of ISO 22301 the International Standard for business continuity management and with current best practice this user friendly book covers the whole life cycle of developing establishing operating and evaluating a BCMS initiative. It is aimed at new and seasoned business continuity practitioners involved in business continuity activities in their organizations whatever the size and sector. It includes proven techniques and easy to use methodologies that specifically support the implementation of those requirements specified in ISO 22301. Pragmatic approaches supported by in depth explanations guide you to assess and improve your organization's BCMS performance. This is the first book to offer an end to end solution that addresses all aspects of implementing an effective BCMS. Business Continuity Management System is intended to act as a catalyst to accelerate progress on the journey from business continuity management and risk management to the creation and implementation of a business continuity management system both by enhancing the BCM and risk competence of individual readers and by contributing to shared knowledge in implementing ISO 22301 in organizations.

Business Continuity Andrew Hiles, 2004. This book is intended to be a step by step guide to implementation of business continuity management within an enterprise. It may be used as a step by step guide by those new to Business Continuity Management or dipped into by the more seasoned professional for ideas and updates on specific topics. In many cases the corporate BC Manager acts as an internal consultant and we have treated him or her as such in this book. The book is therefore equally appropriate for practicing consultants. This book is the second edition of the first book to be based on the ten Core Units of Competence for Business Continuity established jointly by BCI and DRII and to create a practical step by step framework to guide an enterprise through the implementation of a business continuity program based on these ten units. This book has been endorsed by both The Business Continuity Institute International BCI and The Disaster Recovery Institute International DRII. Both organizations have included forewords to this book.

Business Continuity Management Andrew Hiles, 2014-09-30. At this critical point in your Business Continuity Management studies and research you need one definitive comprehensive professional textbook that will take you to the next step. In his 4th edition of Business Continuity Management Global Best Practices Andrew Hiles gives you a wealth of real world analysis and advice based on international standards and grounded in best practices. A textbook for today, a reference for your entire career. With so much to learn in this changing profession you don't want to risk missing out on something you'll need later. Does one of these describe you? Preparing for a Business Continuity Management career needing step by step guidelines. Working in BCM looking to deepen knowledge and stay current and create update or test a Business Continuity Plan. Managing in BCM finance facilities emergency.

preparedness or other field seeking to know as much as possible to make the decisions to keep the company going in the face of a business interruption Hiles has designed the book for readers on three distinct levels Initiate Foundation and Practitioner Each chapter ends with an Action Plan pinpointing the primary message of the chapter and a Business Continuity Road Map outlining the actions for the reader at that level NEW in the 4th Edition Supply chain risk extensive chapter with valuable advice on contracting Standards timely information and analysis of global country specific standards with detailed appendices on ISO 22301 22313 and NFPA 1600 New technologies and their impact mobile computing cloud computing bring your own device Internet of things and more Case studies vivid examples of crises and disruptions and responses to them Horizon scanning of new risks and a hint of the future of BCM Professional certification and training explores issues so important to your career Proven techniques to win consensus on BC strategy and planning BCP testing advice and suggestions on conducting a successful exercise or test of your plan To assist with learning chapter learning objectives case studies real life examples self examination and discussion questions forms checklists charts and graphs glossary and index Downloadable resources and tools hundreds of pages including project plans risk analysis forms BIA spreadsheets BC plan formats and more Instructional Materials valuable classroom tools including Instructor s Manual Test Bank and slides available for use by approved adopters in college courses and professional development training

Business Continuity Management Michael Blyth, 2009-04-06 PRAISE FOR Business Continuity Management Few businesses can afford to shut down for an extended period of time regardless of the cause If the past few years have taught us anything it s that disaster can strike in any shape at any time Be prepared with the time tested strategies in Business Continuity Management Building an Effective Incident Management Plan and protect your employees while ensuring your company survives the unimaginable Written by Michael Blyth one of the world s foremost consultants in the field of business contingency management this book provides cost conscious executives with a structured sustainable and time tested blueprint toward developing an individualized strategic business continuity program This timely book urges security managers HR directors program managers and CEOs to manage nonfinancial crises to protect your company and its employees Discussions include Incident management versus crisis response Crisis management structures Crisis flows and organizational responses Leveraging internal and external resources Effective crisis communications Clear decision making authorities Trigger plans and alert states Training and resources Designing and structuring policies and plans Monitoring crisis management programs Stages of disasters Emergency preparedness Emergency situation management Crisis Leadership Over 40 different crisis scenarios Developing and utilizing a business continuity plan protects your company its personnel facilities materials and activities from the broad spectrum of risks that face businesses and government agencies on a daily basis whether at home or internationally Business Continuity Management presents concepts that can be applied in part or full to your business regardless of its size or number of employees The comprehensive spectrum of useful concepts

approaches and systems as well as specific management guidelines and report templates for over forty risk types will enable you to develop and sustain a continuity management plan essential to compete win and safely operate within the complex and fluid global marketplace Business Continuity Planning K. Larry Fulmer,1996 A Risk Management Approach to Business Continuity Julia Graham,David Kaye,2015-02-20 Julia Graham and David Kaye two globally recognized risk management experts with experience in 50 countries were among the first to recognize the interrelationship of Risk Management and Business Continuity and demonstrate how to integrate them with Corporate Governance enterprise wide They focus on all the factors that must be considered when developing a comprehensive Business Continuity Plan especially for multi location or multinational companies Endorsed by The Business Continuity Institute Institute for Risk Management and Disaster Recovery Institute International the book includes Chapter objectives summaries and bibliographies charts sample forms checklists throughout Plentiful case studies in boxed text sourced globally in the UK US Europe Australia Asia etc Boxed inserts summarizing key concepts Glossy of 150 risk management and business continuity terms Wide range of challenges including supply chain disruptions media and brand attack product contamination and product recall bomb threats chemical and biological threats etc Instructions for designing executing team exercises with role playing to rehearse scenarios Guidance on how to develop a business continuity plan including a Business Impact Analysis Downloadable Instructor Materials are available for college and professional development use including PowerPoint slides and syllabus for 12 week course with lecture outlines notes quizzes reading assignments discussion topics projects Provides clear guidance supported with a wide range of memorable and highly relevant case studies for any risk or business continuity manager to successfully meet the challenges of today and the future Steven Mellish Chairman The Business Continuity Institute

Disaster Recovery and Business Continuity Thejendra BS,2014-01-30 Learn how to build a business continuity plan to protect your organisation when things go wrong A Manager's Guide to ISO 22301 Standard for Business Continuity Management System (LITE) Dr Goh Moh Heng,2013 This book is written for those who are new to Business Continuity Management BCM and also as a reference for practitioners who are assigned to initiate the BC planning BCP project in their organization using the ISO 22301 Standard for Business Continuity Management System BCMS It applies the author s experiences in getting several clients organizations to successfully achieve the ISO22301 BCMS certification This books is also for seasoned BCM professional to guide you through the BCM implementation process **A Supply Chain**

Management Guide to Business Continuity Chapter 10: Business Continuity Standards, Regulations, and Requirements , **Disaster Recovery and Business Continuity** Thejendra BS.,2008 IT associated problems could

threaten the survival of your business If you want to protect your business you need to put in place a disaster recovery plan This book shows you how A Supply Chain Management Guide to Business Continuity Betty A. Kildow,2011-01-12 A well monitored supply chain is any business s key to productivity and profit But each link in that chain is its own entity subject to

its own ups downs and business realities If one falters every other link and the entire chain becomes vulnerable Kildow s book identifies the different phases of business continuity program development and maintenance including Recognizing and mitigating potential threats risks and hazards Evaluating and selecting suppliers contractors and service providers Developing testing documenting and maintaining business continuity plans Following globally accepted best practices Analyzing the potential business impact of supply chain disruptions Filled with powerful assessment tools detailed disaster preparedness checklists and scenarios and instructive case studies in supply chain reliability A Supply Chain Management Guide to Business Continuity is a crucial resource in the long term stability of any business The Manager's Guide to Simple, Strategic, Service-Oriented Business Continuity Rachelle Loyear, MBCP, AFBCI, CISM, PMP, 2017-05-10 You have the knowledge and skill to create a workable Business Continuity Management BCM program but too often your projects are stalled while you attempt to get the right information from the right person Rachelle Loyear experienced these struggles for years before she successfully revamped and reinvented her company s BCM program In The Manager s Guide to Simple Strategic Service Oriented Business Continuity she takes you through the practical steps to get your program back on track Rachelle Loyear understands your situation well Her challenge was to manage BCM in a large enterprise that required hundreds of BC plans to be created and updated The frustrating reality she faced was that subject matter experts in various departments held the critical information she needed but few were willing to write their parts of the plan She tried and failed using all the usual methods to educate and motivate and even threaten departments to meet her deadlines Finally she decided there had to be a better way The result was an incredibly successful BCM program that was adopted by BCM managers in other companies She calls it The Three S s of BCM Success which can be summarized as Simple Strategic Service Oriented Loyear s approach is easy and intuitive considering the BCM discipline from the point of view of the people in your organization who are tasked to work with you on building the plans and program She found that most people prefer Simple solutions when they are faced with something new and different Strategic use of their time making their efforts pay off Service to be provided lightening their part of the load while still meeting all the basic requirements These tactics explain why the 3S program works It helps you it helps your program and it helps your program partners Loyear says If you follow the Three S philosophy the number of plans you need to document will be fewer and the plans will be simpler and easier to produce I ve seen this method succeed repeatedly when the traditional method of handing a business leader a form to fill out or a piece of software to use has failed to produce quality plans in a timely manner In The Manager s Guide to Simple Strategic Service Oriented Business Continuity Loyear shows you how to Completely change your approach to the problems of BCM buy in Find new ways to engage and support your BCM program partners and subject matter experts Develop easier to use policies procedures and plans Improve your overall relationships with everyone involved in your BCM program Craft a program that works around the roadblocks rather than running headlong into them **Guide to Business Continuity**

Management British Standards Institute Staff, Business Continuity Institute, Insight Consulting Limited, British Standards Institution, 2003-03 This guide written by BSI in conjunction with the Business Continuity Institute clearly establishes the process principles and terminology of BCM The guide provides a generic framework for incident anticipation and response and describes evaluation techniques and criteria **Why Business Continuity Management (BCM)?** Michael Chiam, 2012

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