

Disaster Recovery & Business Continuity



LEDRA
COLLEGE
NICOSIA

Disaster Recovery & Business Continuity



Businesses of all sizes create and manage large volumes of electronic information or data. Most of this data is vital to the survival and continued operation of the business. The impact of data loss or corruption from hardware failure, human error, hacking or malware could be significant

This program offers an in-depth examination of managerial strategies for developing and maintaining resilience in the face of man-made, natural, and technological disruptions or catastrophes. Emphasis is given on the importance of advanced planning, while techniques for performing risk assessment and for selecting appropriate risk treatments are explored. Discussion covers preparing to handle adverse events, responding to them, and recovering from them. Resilience management is explored within the context of a life cycle process, which includes programmatic review and continuous improvement planning

Course Aims

After the successful completion of this course, learners should be able to:

- Identify vulnerabilities and take appropriate countermeasures to prevent and mitigate failure risks for an organization
- Understand and implement disaster recovery principles, including preparation of a disaster recovery plan, assessment of risks in the enterprise, development of policies and procedures, and understanding of the roles and relationships of various members of an organization
- Conduct risk and business impact analysis and develop emergency response and recovery plans through the information obtained as a result of these assessments.

Eligible Participants

This course is targeted at IT professionals, Information Security staff, auditors, managers and system and network administrators

Course Duration

The total duration of this course is thirty-six (36) hours. Upon completion of the course, successful participants will be awarded a certification approved by the HRDA

Course Indicative Content

NO	INDICATIVE CONTENT	DURATION (HOURS)
1	Introduction to Disaster Recovery and Business Continuity The aim is to introduce the concepts of Disaster Recovery and Business Continuity management and explain their usability and importance should an emergency/disaster affect an organization.	2

NO	INDICATIVE CONTENT	DURATION (HOURS)
2	<p>Nature and Causes of Disasters The aim is to present and analyze the different kind of disasters/emergencies that can affect an organization, their possible causes, as well as possible measures which could be taken by an organization to minimize its exposure to such risks.</p>	2
3	<p>Emergency Management The aim is to introduce the concept of emergency management, how it differs from traditional management styles, the elements and shareholders involved, and how it should be applied in an emergency situation.</p>	2
4	<p>Laws and Acts The aim is to present Laws and Acts which are applicable in the area of Disaster Recovery and Business Continuity, as well as to introduce the concepts of due diligence and due care.</p>	2
5	<p>Business Continuity Management The aim is to introduce the processes and procedures involved in Business Continuity Management and to explain how these relate to the procedures involved in Disaster Recovery Management.</p>	2
6	<p>Disaster Recovery Planning Process The aim is to present and analyse the different steps and phases involved in drafting a Disaster Recovery plan for an organisation.</p>	2
7	<p>Risk Management The aim is to introduce the concepts of Risk Management and Business Impact Analysis (BIA) and explain their importance in establishing a suitable Disaster Recovery and Business Continuity plan for an organization</p>	2
8	<p>Facility Protection The aim is to present and analyse proactive ways to reinforce the facilities of an organisation and thus minimise the possible effects a disaster could cause in organisational facilities.</p>	2
9	<p>Data Recovery The aim is to present and analyze possible ways and techniques for recovering lost data resulting from a disastrous event.</p>	2
10	<p>System Recovery The aim is to present and analyze possible ways and techniques for recovering damaged systems resulting from a disastrous event.</p>	2
11	<p>Backup and Recovery The aim is to explain the importance of establishing proper backup procedures and how these procedures can highly contribute towards the prompt recovery of an organization.</p>	2
12	<p>Centralized and Decentralized System Recovery The aim is to present and analyze different ways and techniques of recovering both inter-connected and stand-alone systems.</p>	2
13	<p>Windows Data Recovery Tools The aim is to present and analyse different tools and techniques for recovering Windows-based IT systems.</p>	2
14	<p>Linux, Mac and Novell Netware Data Recovery Tools The aim is to present and analyse different tools and techniques for recovering non Windows-based IT systems, including Linux, Mac and Novell Netware.</p>	2
15	<p>Incident Response The aim is to present and analyse the procedures, roles, responsibilities and methodology involved when dealing with an organizational incident.</p>	2
16	<p>Test plans and Test drills The aim is to present and analyze different ways and methods for testing the effectiveness of a Disaster Recovery and Business Continuity plan, from paper-based checklists to full-scale emergency simulation exercises.</p>	2
17	<p>Network Recovery The aim is to present and analyze possible ways and techniques for recovering network settings resulting from a disastrous event.</p>	2
18	<p>Maintaining the BCP plan The aim is to present and analyze the iterative nature of a Disaster Recovery and Business Continuity plan and explain the procedures necessary for keeping it current and constantly relevant to organizational objectives.</p>	2

Ταχύρυθμα επιχορηγημένα μαθήματα Αρχής Ανάπτυξης Ανθρώπινου Δυναμικού (ΑΝΑΔ) 2014

Το LEDRA COLLEGE προσφέρει ταχύρυθμα επιχορηγημένα πολυεπιχειρησιακά προγράμματα σε άτομα που επιθυμούν να εμπλουτίσουν τις γνώσεις και τα επαγγελματικά τους προσόντα.

Σημαντικές πληροφορίες & κριτήρια για τα επιχορηγημένα προγράμματα της ΑΝΑΔ

- Τα μαθήματα δικαιούνται να τα παρακολουθήσουν άτομα που εργάζονται στον ιδιωτικό τομέα, σε ημικρατικούς οργανισμούς και σε δημοτικές αρχές. Εξαιρούνται από την επιχορήγηση οι κυβερνητικοί υπάλληλοι.
- Για να δικαιούται ένα άτομο να παρακολουθήσει κάποιο από τα επιχορηγημένα προγράμματα της ΑΝΑΔ, θα πρέπει να καταβάλλει εισφορές στο Ταμείο Κοινωνικών Ασφαλίσεων
- Για κάθε πρόγραμμα υπάρχουν επιπλέον συγκεκριμένα κριτήρια εισδοχής, τα οποία αναγράφονται στον οδηγό κάθε προγράμματος.
- Το ποσοστό της επιχορήγησης διαφέρει ανάλογα με το μέγεθος της επιχείρησης/οργανισμού: Αν η επιχείρηση είναι μικρού μεγέθους (κάτω των 50 ατόμων), η επιχορήγηση ανέρχεται στο 80%, αν η επιχείρηση είναι μεσαίου μεγέθους (κάτω των 250 ατόμων), η επιχορήγηση ανέρχεται στο 70% και αν είναι μεγάλου μεγέθους (άνω των 250 ατόμων), η επιχορήγηση ανέρχεται στο 60%.
- Δεν υπάρχει περιορισμός όσο αφορά τον συνολικό αριθμό των εργοδοτούμενων που μπορεί να στείλει κάθε εταιρεία για κάθε πρόγραμμα.
- Δεν υπάρχει περιορισμός όσο αφορά τον συνολικό αριθμό των προγραμμάτων που μπορεί να παρακολουθήσει κάθε ενδιαφερόμενος.
- Όλα τα μαθήματα ξεκινούν την εβδομάδα 10-16 Φεβρουαρίου 2014



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