



## Associate Business Continuity Professional (ABCP) Exam Prep Training Course



**AGILE LEADERS**  
Training Center

# Associate Business Continuity Professional (ABCP) Exam Prep Training Course

## Course Overview:

The "Associate Business Continuity Professional ABCP Prep: BCM Strategies, BIA & Risk Plans" is an intensive 5-day corporate training program designed to equip professionals with the essential competencies to build, assess, and maintain a robust Business Continuity Management BCM framework. This ABCP certification prep course aligns with DRI International's Professional Practices and integrates best practices from ISO 22301. Through a comprehensive exploration of business continuity, disaster recovery, business impact analysis BIA, and emergency response planning, participants will develop actionable skills in crisis management, continuity planning, incident response, and strategy selection.

-The course bridges theory with practice, emphasizing how to pass the ABCP exam while applying concepts in real world environments. It highlights BCP training principles, continuity planning frameworks, hot-site and cold-site recovery, and organizational resilience design. Learners will gain a strategic understanding of risk assessment, staff recovery, and plan testing, while also working with case-based scenarios and checklists for recovery objectives and crisis communication. Participants leave with the skills to lead BCP policy writing, risk mitigation planning, recovery planning, and cost-effective business continuity strategies, along with curated free ABCP preparation resources.

## Target Audience:

- Risk Managers and Business Continuity Coordinators
- IT Disaster Recovery Planners
- Crisis and Emergency Response Team Leaders
- Compliance, Governance & Risk Officers
- Operations and Facility Managers

## Targeted Organizational Departments:

- Risk Management
- Information Technology
- Human Resources
- Corporate Security & Safety
- Compliance & Legal Affairs
- Business Operations

## Targeted Industries:

- Banking & Financial Services
- Oil & Gas / Energy
- Government and Public Sector
- Telecommunications
- Healthcare and Pharmaceuticals
- Manufacturing and Logistics

## Course Offerings:

By the end of this course, participants will be able to:

- Define the components of a Business Continuity Plan BCP and how to align them with organizational priorities
- Conduct Business Impact Analyses BIA and perform risk evaluation and control
- Develop BCM strategies to maintain business resilience during crisis scenarios
- Build, document, and test recovery plans and BCPs using ISO 22301 principles
- Understand and differentiate between RTO, RPO, hot-site, cold-site, and alternate recovery strategies
- Lead emergency response operations, team mobilization, and vendor coordination
- Create and maintain a BCM program and pass the ABCP exam with confidence

## Training Methodology:

This course employs a blended methodology that ensures deep understanding and practical skill development.

Training will incorporate:

- Instructor-led presentations grounded in DRIL standards and ISO 22301
- Case studies of actual BCM implementation projects and failures
- Interactive workshops for developing BIAs, writing policy, and analyzing risks
- Group simulations and team-based continuity planning exercises
- Quizzes, sample ABCP exam simulations, and feedback loops
- Templates for recovery objectives, crisis communications, and vendor recovery checklists Participants will engage in peer-to-peer review sessions and role-playing activities to rehearse real-life recovery scenarios and crisis decision-making. These methods are designed to prepare learners for both certification and real time execution.

## Course Toolbox:

- ABCP study plan and sample exam questions
- Risk evaluation checklist & templates
- Business Impact Analysis BIA worksheets
- Business Continuity Policy samples
- Crisis communication and response plan templates
- Incident response roles and team structure diagrams
- Recovery plan writing samples
- Vendor assessment criteria & continuity checklists

## Course Agenda:

### Day 1: Foundations of Business Continuity and Project Initiation

- Introduction to Business Continuity Management BCM and ABCP Certification Topic 1: •
- Project Initiation and Stakeholder Alignment Topic 2: •
- Business Continuity Governance and Policy Development Topic 3: •
- Conducting a BCP Evaluation and Pre-Engagement Assessment Topic 4: •
- Work Plan Design and Kick-Off Meeting Execution Topic 5: •
- Understanding Legal and Regulatory Context in BCM Programs Topic 6: •
- Aligning Project Goals with Business Continuity Strategies Reflection & Review: •

### Day 2: Risk Evaluation, BIA, and Resource Prioritization

- Risk Evaluation and Control Methods Topic 1: •
- Developing and Applying Risk Assessment Tools Topic 2: •
- Introduction to Business Impact Analysis BIA and Its Purpose Topic 3: •
- Mapping Business Processes and Evaluating Impacts Topic 4: •
- Setting Recovery Time Objectives RTO and Recovery Point Objectives RPO Topic 5: •
- Converting BIA Findings into Actionable Planning Inputs Topic 6: •
- Workshop on Impact Scenarios and Resource Classification Reflection & Review: •

### Day 3: Strategy Selection and Recovery Planning

- Selecting Recovery Strategies Based on Business Function Criticality Topic 1: •
- Hot-Site, Cold-Site, and Mirrored-Site Recovery Models Topic 2: •
- Staff Recovery Planning and Succession Documentation Topic 3: •
- Ensuring Vendor Readiness and Supplier Recovery Alignment Topic 4: •
- Drafting Recovery Timelines and Prioritization Models Topic 5: •
- Cost-Effective Continuity Strategy Planning Topic 6: •
- Group Exercise on Continuity Strategy Justification Reflection & Review: •

### Day 4: Plan Development and Crisis Communication

- Writing and Structuring Business Continuity Plans BCPs Topic 1: •
- Emergency Response Procedures and EOC Setup Topic 2: •
- Crisis Communication Strategy and Stakeholder Management Topic 3: •
- Building and Structuring Recovery Teams Topic 4: •
- Resource Mapping and Contact Tree Integration Topic 5: •
- Meeting ISO 22301 Requirements in Plan Documentation Topic 6: •
- Practice Session: Drafting a Sample Crisis Communication Brief Reflection & Review: •

## Day 5: Testing, Maintenance, and Certification Readiness

- Designing and Conducting BCP Tests Topic 1: •
- Reporting, Review, and Post-Test Improvement Cycles Topic 2: •
- Plan Maintenance Triggers and Update Protocols Topic 3: •
- Training and Awareness for Continuity and Recovery Teams Topic 4: •
- ABCP Certification Exam Overview and Practice Questions Topic 5: •
- Navigating the 10 DRI Professional Practices for Exam Success Topic 6: •
- Final Q&A and Mock Readiness Assessment Reflection & Review: •

## FAQ:

What specific qualifications or prerequisites are needed for participants before enrolling in the course?

No prior certification is required. However, a foundational understanding of business operations or risk management is beneficial. This course is ideal for beginners and professionals transitioning into the field.

How long is each day's session, and is there a total number of hours required for the entire course?

Each day's session is generally structured to last around 4-5 hours, with breaks and interactive activities included. The total course duration spans five days, approximately 20-25 hours of instruction.

What's the difference between disaster recovery and business continuity, and why does it matter for the ABCP exam?

Disaster recovery focuses on restoring IT systems and data after a crisis. Business continuity encompasses all critical business functions, including people, facilities, and communication—not just IT. ABCP candidates must understand this distinction as it's foundational to BCM strategy development and exam success.

## How This Course is Different from Other ABCP Courses:

"ABCP Prep: BCM Strategies, BIA & Risk Plans" sets itself apart by merging certification preparation with hands-on continuity strategy design. Unlike generic ABCP courses, this training integrates real business continuity planning scenarios with guided recovery planning exercises. Using structured methodologies from both ISO 22301 and DRII professional practices, participants gain exposure to field-tested templates, vendor management practices, and live plan writing simulations. It also emphasizes emerging concepts like staff recovery logistics, cost-effective resilience strategies, and emergency operations center EOC development. Participants walk away ready to lead continuity efforts within their organization and succeed in the ABCP exam with applied, not just theoretical, knowledge.



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## فئات الدورات التدريبية



HR TRAINING &  
DEVELOPMENT

دورات إدارة و تطوير الموارد البشرية



دورات إدارة و تحليل البيانات ودورات علم  
البيانات



دورات إدارة الجودة وتطوير العمليات



الدورات التدريبية في مجال البيئة والاستدامة



دورات التسويق وإدارة علاقات العملاء وإدارة  
المبيعات



دورات التدريب القانوني والمشتريات  
والتعاقدات



دورات الاتصال الجماهيري و السياسات  
والعلاقات العامة



دورات الذهن السيرياني ودورات تقنية  
المعلومات



دورات الصيانة ودورات المجالات الهندسية  
المختلفة



دورات الصحة والسلامة والذهن المهني



دورات السكرتارية و إدارة المكاتب



دورات الحوكمة وإدارة المخاطر والامتثال



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## فئات الدورات التدريبية



دورات معتمدة من قبل هيئات دولية



دورات في مجالات القيادة والإدارة



دورات المهارات الشخصية وتطوير الذات



دورات المحاسبة و التمويل و دورات الإدارة  
المالية



دورات مكتب إدارة المشاريع وإدارة المشاريع  
الرشيقة

## مدن التدريب



أوسلدا - هولندا



أكرا - غانا



أثينا - اليونان



أبوظبي - الإمارات العربية المتحدة



الدوحة - قطر



الدار البيضاء - المغرب



الجبيل - المملكة العربية السعودية



إسطنبول - تركيا



المنامة - مملكة البحرين



الكويت - الكويت



القاهرة - مصر



الرياض - المملكة العربية السعودية



بانكوك - تايلند



بالي - جمهورية إندونيسيا



باكو - أذربيجان



باريس - فرنسا

## مدن التدريب



بورنو - البرتغال



برلين - ألمانيا



برشلونة - إسبانيا



براغ - جمهورية التشيك



جاكرتا - جمهورية إندونيسيا



تورنتو - كندا



تيليسي - جورجيا



بوكيت - تايلاند



روما - إيطاليا



دبي - الإمارات العربية المتحدة



جوهانسبرغ - جنوب إفريقيا



جنيف - سويسرا



سيول - كوريا الجنوبية



سنغافورة - سنغافورة



سان دييغو - الولايات المتحدة الأمريكية



زنجان - تنزانيا

## مدن التدريب



طشقند - أوزبكستان



طرابزون - تركيا



شيكاغو - الولايات المتحدة الأمريكية



شرم الشيخ - مصر



فرانكفورت - ألمانيا



عن بعد - منصة زووم



عمان - المملكة الأردنية الهاشمية



طوكيو - اليابان



لانكاوي - ماليزيا



كيب تاون - جنوب إفريقيا



كوالالمبور - ماليزيا



فريبورغ - النمسا



مدريد - إسبانيا



ماربيا - إسبانيا



لندن - المملكة المتحدة



لشبونة - البرتغال

## مدن التدريب



ميونخ - ألمانيا



ميلان - إيطاليا



مونتره - سويسرا



مسقط - سلطنة عمان



نيويورك - الولايات المتحدة  
الأمريكية



نيس - فرنسا



نairobi - كينيا

# WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

## OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

## OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

## WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



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## CONTACT US

 UAE, Dubai Investment Park First

 +971585964727  
+447700176600

 [sales@agile4training.com](mailto:sales@agile4training.com)