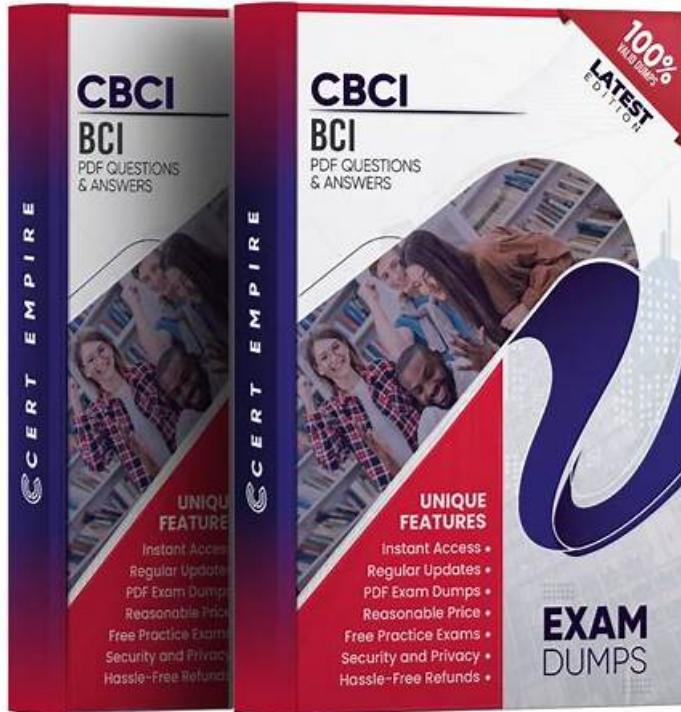


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BCI CBCI Exam Syllabus Topics:

| Topic | Details |
|---------|--|
| Topic 1 | <ul style="list-style-type: none">Design: Here, learners explore how to translate analysis into strategic plans by developing continuity designs that mitigate identified risks, ensuring critical operations remain functional or can be quickly restored during disruptions. |
| Topic 2 | <ul style="list-style-type: none">Implementation: This section covers putting the designed continuity strategies into action, including creating and deploying incident response and business continuity plans, structuring effective response teams, and ensuring operational readiness. |
| Topic 3 | <ul style="list-style-type: none">Analysis This module dives into the analytical stage, focusing on tools such as Business Impact Analysis (BIA) and risk assessment to identify critical functions and vulnerabilities—essential for understanding what the organization must protect and why. |
| Topic 4 | <ul style="list-style-type: none">Introduction: This section lays the groundwork for newcomers to business continuity by clarifying what business continuity is, why it matters in organizational resilience, and how its fundamental practices interconnect under the Good Practice Guidelines (GPG) framework. |

| | |
|---------|--|
| Topic 5 | <ul style="list-style-type: none"> • Policy and Programme Management and Embedding: This part guides users through establishing a Business Continuity Management System (BCMS), including how to craft governance, define a policy, and embed these elements into the fabric of an organization for long-term sustainability. |
|---------|--|

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BCI Certificate of the Business Continuity Institute (CBCI) Sample Questions (Q48-Q53):

NEW QUESTION # 48

Which of the following is NOT correct in relation to the purpose of defining the scope of the Business Continuity Management System (BCMS)?

- A. It makes the best use of available time and finances
- B. It ensures a clear understanding of the areas of the organization that are, and are not, covered by the BCMS
- **C. It establishes permanent parameters for the BCMS**
- D. It defines the BCMS on the organization's products, services, and activities

Answer: C

Explanation:

The CBCI 7.0 course explains that defining the BCMS scope is a dynamic process, which means that the parameters set are not necessarily permanent and may be reviewed and revised as organizational needs, risks, and priorities evolve. While the scope provides clarity on which parts of the organization, products, services, and activities are included, it must remain flexible to adapt to change. Permanent or fixed parameters risk locking the BCMS into outdated or incomplete coverage, reducing effectiveness. Efficient use of time and resources is a benefit of appropriate scoping, but permanence is not a characteristic of good scope definition.

Reference: CBCI 7.0 Study Guide, Module 1: Scope and Context, pages 27-30.

NEW QUESTION # 49

Which of the following elements would NOT be validated by an exercise?

- A. The availability of key information when required
- B. The effectiveness and usability of relevant procedures
- **C. The design and effectiveness of the business impact analysis process**
- D. The reliability of systems and equipment

Answer: C

Explanation:

Exercises focus on validating the practical elements of Business Continuity arrangements, including the availability of key information, usability of procedures, and reliability of systems and equipment under simulated conditions. The CBCI 7.0 course clearly distinguishes that the business impact analysis (BIA) process itself is a planning and analysis activity, not a response function, and therefore is not subject to validation through exercises. BIAs are validated through reviews and audits rather than operational testing. Exercises are designed to test response and recovery capabilities, communication flows, and system robustness in real-time or simulated disruptions. Validating the BIA design requires analytical review, stakeholder engagement, and continuous improvement processes, which occur separately from exercises. This differentiation ensures that exercises focus on operational readiness rather than procedural design.

Reference: CBCI 7.0 Study Guide, Module 6: Exercising and Validation, pages 115-117.

NEW QUESTION # 50

Which of the following statements about embracing Business Continuity is correct?

- A. Embracing Business Continuity is a culture that exists separately from the organization's culture
- B. Embracing Business Continuity is relevant only to top management as other personnel are required to comply with tasks in their role description
- C. Embracing Continuity is where personnel commit to Business Continuity because they believe that is necessary to protect the organization and its interested parties
- D. Embracing Business Continuity can be described as a corporate mandate driven by policy

Answer: C

Explanation:

The CBCI 7.0 course defines embracing Business Continuity as a cultural commitment by personnel who recognize the importance of Business Continuity in protecting organizational interests. It goes beyond policy mandates or role compliance and reflects genuine belief and ownership. Embracing Business Continuity is integrated with the broader organizational culture rather than existing separately. This deep commitment improves resilience and the effectiveness of continuity efforts at all levels.

Reference: CBCI 7.0 Study Guide, Module 4: Business Continuity Culture, pages 65-68.

NEW QUESTION # 51

Which of the following would be the most effective and motivating way to share information that is intended to influence personnel to embrace Business Continuity?

- A. Ensure that attendance at meetings is recorded and reflected in the staff performance appraisals
- B. Use language that is clear and easily accessible to all when producing documents, presentations or training materials
- C. Send all information via email or the intranet on the assumption that this will be everyone's preferred, and most convenient, form of communication
- D. Provide detailed explanations on all of the organization and set regular tests to ensure that personnel are taking sufficient interest

Answer: B

Explanation:

The CBCI 7.0 course highlights that the most effective way to motivate personnel is through clear, accessible, and engaging communication. Materials should be understandable regardless of role or background, avoiding jargon and complexity. This clarity facilitates comprehension and fosters genuine interest in Business Continuity. Detailed explanations and testing may overwhelm or alienate, while relying solely on email or intranet assumes preferences that may not be universal. Recording attendance links to compliance rather than motivation. Tailoring communication style and delivery to audience needs maximizes engagement and encourages embracement.

Reference: CBCI 7.0 Study Guide, Module 4: Communication and Engagement, pages 71-74.

NEW QUESTION # 52

The purpose of a Business Continuity policy is to:

- A. Share the outcomes of a Business Impact Analysis with internal and external stakeholders
- B. Enable the Business Continuity professional to issue instructions to all on the changes that they will be required to make
- C. Establish shared understanding of the importance of a BCMS and its relevance to the organization
- D. Initiate the development of an effective response structure in case of disruption to products or services within the scope of the Business Continuity Management System (BCMS)

Answer: C

Explanation:

A Business Continuity policy acts as a foundational document that communicates the organization's commitment to Business Continuity and sets out its scope, objectives, and principles. The CBCI 7.0 course stresses that the policy fosters a shared understanding across the organization about the importance of the BCMS and ensures that personnel recognize its relevance to their roles. It does not specify operational details or mandate actions but guides governance and culture. The policy supports alignment of efforts and continuous improvement of the BCMS.

Reference: CBCI 7.0 Study Guide, Module 1: Establishing the BCMS, pages 20-22.

NEW QUESTION # 53

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