CBCI exam study guide

CBCI STUDY GUIDE EXAM QUESTIONS WITH ANSWERS 2025/2026

Business continuity governance focuses on - Oversight and support.
Monitoring and review.
Alignment with organisational objectives
Compliance with legal and regulatory requirements.

Business continuity roles - Should be embedded in the job descriptions and performance plans.

Roles - top management - Leadership, commitment and resources

Roles - steering group - Oversee, advise and manage - making the recommendations to top mgt.

Business continuity plan owner - Make sure the plan reflects the business continuity capability.

Business Continuity Programme - Ongoing mgt and governance process appropriately resourced to implement and maintain business continuity mgt.

Business continuity mgt. programme documentation - Business Continuity policy
Business continuity programme of activities
Project management documentation
Meeting agendas, minutes and action trackers
Skills and competancy
BIA questionnaires
Response structure
Plans
Exercise programmes
Crisis mgt. plans
Outsource contracts
SLA with customers and suppliers

General Principles of Embedding - Ensure business continuity is a central p[art of what the organisation does.
Make sure its aligned with the organisational goals and objectives.
Health and saftey and data protection are embedded in similar ways

Process - Engage the key players
Use existing communication channels to get the message across.
Build a network of champions across the business

Methods & Techniques - Sector peers having disasters - make it relevant to the persons short term objectives. Learn lessons from peers.

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BCI CBCI Exam Syllabus Topics:

Topic	Details
Topic 1	• Validation: This final module emphasizes testing and verifying the effectiveness of implemented plans through exercises and reviews—ensuring that what was designed and implemented actually performs as intended under real-world conditions.
Topic 2	• 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	• 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 4	• 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	• 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.

>> **CBCI Test Preparation** <<

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Hundreds of candidates want to get the CBCI certification exam because it helps them in accelerating their BCI careers. Cracking the Certificate of the Business Continuity Institute (CBCI) (CBCI) exam of this credential is vital when it comes to the up gradation of their resume. The CBCI certification exam helps students earn from online work and it also benefits them in order to get a job in any good tech company. The CBCI Exam is on trend but the main problem that every applicant faces while preparing for it is not making the right choice of the CBCI Questions.

BCI Certificate of the Business Continuity Institute (CBCI) Sample Questions (Q29-Q34):

NEW QUESTION # 29
In order to make it easier to manage risk, complexity and cost when establishing a Business Continuity Management System (BCMS), the initial scope of the BCMS should:

- A. Focus on crisis management
- B. Be limited to specific high-value areas of the organization
- C. Include as many of the organization's products and services as possible
- D. Be limited to information technology disaster recovery plans

Answer: B

Explanation:
The CBCI 7.0 course advises that when establishing a BCMS, an initial focused scope limited to high-value or critical parts of the organization is practical to manage complexity and costs effectively. This allows targeted efforts on areas that pose the greatest risks or have the most significant impact on continuity. Over time, the scope can be expanded as maturity develops. Including everything initially or focusing only on IT disaster recovery limits effectiveness or overcomplicates early efforts, respectively. Crisis management is part of BCMS but not the sole focus of the initial scope.
Reference:CBCI 7.0 Study Guide, Module 1: Scope and Planning, pages 30-33.

NEW QUESTION # 30
Which of the following is a principle to be adhered to when producing communications during a disruption?

- A. In order to ensure that communications are not delayed, only pre-agreed general statements, without any reference to the specific disruption, may be released to pre-agreed interested parties
- B. Communications should be so that individuals involved in the disruption can be directly contacted by interested parties
- C. Communications should be consistent with the organization's beliefs, culture, values and value proposition
- D. Senior personnel in areas affected by the disruption should take the lead in producing and releasing accurate information via media

Answer: C

Explanation:
Effective communication during disruption must align with the organization's core beliefs, culture, and values to maintain trust and credibility. The CBCI 7.0 course highlights that consistent messaging helps ensure stakeholders understand the organization's position and response approach. Communications must be transparent and reflect organizational identity, supporting both internal morale and external reputation.

Delegation of communications to appropriate experts and timely information sharing are also important but must be aligned with organizational values for coherence.

Reference:CBCI 7.0 Study Guide, Module 6: Communications and Media Management, pages 115-118.

NEW QUESTION # 31

In relation to a disruption to activities, the Minimum Business Continuity Objective (MBCO):

- A. Is the point identified in the risk assessment when risks have been successfully mitigated
- B. Should be attained either at the same time, or after, the RTO
- C. Is the point set by top management for mobilizing response teams
- D. Should be the Recovery Time Objective (RTO)

Answer: B

Explanation:
The CBCI 7.0 course defines theMinimum Business Continuity Objective (MBCO)as the minimum level of services or outputs that must be maintained or restored to avoid unacceptable consequences. The MBCO is achieved either simultaneously with or after the Recovery Time Objective (RTO), as the RTO specifies when recovery should be complete for prioritized activities. MBCO sets a baseline for continuity, focusing on critical minimum outputs, rather than risk assessment milestones or managerial mobilization decisions.

Understanding this sequencing supports realistic and measurable recovery planning.

Reference:CBCI 7.0 Study Guide, Module 3: Recovery Objectives and Impact Analysis, pages 58-60.

NEW QUESTION # 32

A breakdown of internal and external dependencies that may include priority suppliers is an outcome of:

- A. An Activity Business Impact Analysis (BIA)
- B. A Product and Services Business Impact Analysis (BIA)
- C. An initial assessment
- D. A risk assessment

Answer: A

Explanation:
The CBCI 7.0 course explains that anActivity Business Impact Analysis (BIA)provides detailed identification of dependencies necessary to deliver prioritized products and services. This includes internal dependencies such as departments and resources, and external dependencies such as suppliers and partners.

Mapping these dependencies is crucial to understanding potential vulnerabilities and planning continuity solutions that address both internal process interrelations and supply chain considerations. The Product and Services BIA focuses more on outcomes and impacts, while risk assessments identify threats but do not detail operational dependencies. Initial assessments are broader and less detailed.

Reference:CBCI 7.0 Study Guide, Module 3: Business Impact Analysis, pages 41-44.

NEW QUESTION # 33

The Process Business Impact Analysis (BIA):

- A. Identifies resource requirements and interdependencies
- B. Excludes processes that have been outsourced
- C. Is conducted prior to the Product and Services BIA
- D. Is optional and may be omitted

Answer: A

Explanation:
The Process BIA focuses on understanding internal processes, their resource needs, and dependencies that impact the delivery of products and services. The CBCI 7.0 course underlines that this BIA level identifies critical resources, interdependencies among activities, and potential bottlenecks. It complements Product and Service BIAs by providing detailed operational insights necessary for designing effective recovery strategies.

Processes outsourced to third parties are typically included to ensure a complete picture. This analysis is a core component of the BIA framework and is not optional.

Reference:CBCI 7.0 Study Guide, Module 3: Business Impact Analysis, pages 40-44.

NEW QUESTION # 34

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