

# Data Recovery and Business Continuity Planning

## Course Objective:

Data recovery and business continuity planning are critical tasks in modern conglomerates and SME. This insight course aims to dig deep into the core routines of these two processes.

## Who should attend:

Operation, IT, Director, corporate owners

Delegates are expected to have general understanding of information

## Course Content:

- The value proposition of data recovery and business continuity planning
- Standards in data recovery
- Steps to construct Data Recovery and business continuity plans
- Fire drill in data recovery and business continuity plans
- Setting up command and control room

## Learning Outcome:

- Recognize the key controls in data recovery and business continuity planning
- Understand what available technology to facilitate these two processes
- Know how to plan and execute these two processes

## Workshop Format:

Demos and hand-ons by using open sources tools

- Mini-lectures
- Video clips
- Group discussion & presentation
- Case studies & reflection

**Date:** 7 June, 2017 (Fri)  
**Time:** 9:30 am to 5:30pm  
**Venue:** CED School of Business 210 Java Road 3rd Floor, North Point (North Point MTR Exit A)  
**Language:** Cantonese with English terminology  
**Trainer:** Ir Dr Daniel Ng has PhD (Big Data), DPROF (Business Modelling) and DBA (Integrated Reporting). He is Chartered Engineer (British Computing Society), Professional Industrial & Logistics Engineer (Hong Kong Institute of Engineers (HKIE), CPA member of CPA Australia and ACMA of CIMA UK. In his group of companies, he has textile printing, private sales, internet surveillance, four startups in Beijing on Fast Food, mobile apps development, and LNG/Crude Oil import. Recently, Qatar Royal family grants a mandate to him. In community services, he is Deputy Chairman of HKIE MI Division, Vice Chairman of Big Data Special Interest Group in Hong Kong Computer Society, Director in Asia Financial Risk Think Tank and Director in DAMA China HK Chapter.

**Fee per delegate:** HK\$2300 / \*HK\$2100  
 (\*Settle payment on or before 17 May, 2017 or 3 delegates apply together)

**Certificate:** Participants who successfully complete this course and have 80% attendance will be issued a Certificate of Attendance.

Please make cheque payable to “CED School of Business” and send it together with this form to:

**CED School of Business, 210 Java Road, 3/F., North Point, Hong Kong**

For more information, please contact us at Tel: (852) 21539887 / Email: training@ced.edu.hk

## Enrolment Form

### Data Recovery and Business Continuity Planning 7 June 2017

Applicants should fill in all details in block letters and fax to (852) 2770 3230 or e-mail to training@ced.edu.hk

Company Name		Contact Person Name:	
Address		Telephone:	
		Position:	
		Email:	
Delegate Name (Mr/Ms)		Delegate Name (Mr/Ms)	
Position		Position	
Telephone	Fax	Telephone	Fax
Mobile:		Mobile:	
Email		Email	

- ✓ Seats are limited and available on a first-come-first-served basis.
- ✓ Confirmation of class schedule will be sent one week before class starts. If you do not receive any confirmation three days prior to the course, please call (852) 2153 9887
- ✓ Payment should be made together with the enrolment form before the course commencement or before the early bird deadline.
- ✓ Applicants are expected to attend the training at the place and time specified in the leaflet. In case of cancellation, please notify us in writing 14 working days prior to the event. Substitutions can be made at any time without penalty.
- ✓ Should a delegate fails to attend or withdraw after cancellation deadline, the full course fee remains payable and no refund.
- ✓ Official receipt will only be issued upon written request.
- ✓ Training Services Provider reserves the right to make alternations regarding arrangements.
- ✓ Which channel do you get the information of this training courses? 1.  Fax 2.  Email 3.  Website 4.  Seminar 5.  Facebook 6.  LinkedIn 7.  Advertisement 8.  Business Manager 9.  Others : (Please specify) \_\_\_\_\_

All the above information will be strictly used by CED School of Business for processing the application of the course only. For the details of the Personal Data (Privacy) Ordinance, please visit: <https://www.pcpd.org.hk/english/files/pdpo.pdf>

I agree and accept the above terms and conditions      Signature : \_\_\_\_\_ Date : \_\_\_\_\_