

# LAPT

LONDON ACADEMY OF PROFESSIONAL TRAINING

CERTIFICATE

## ISO 22300 — Security and Resilience Vocabulary

*ISO Certification Programme*



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### LAPT — London Academy of Professional Training

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**Reference** SSR-ADC-22300 • ISO Security Safety & Risk

UKPRN 10067351 • Registered in England and Wales, company 4984798

AT A GLANCE

|               |                                                |
|---------------|------------------------------------------------|
| REFERENCE     | SSR-ADC-22300                                  |
| AWARD         | Certificate                                    |
| ASSESSMENT    | 430 marks — 258 to pass (60%)                  |
| PREREQUISITES | None                                           |
| VALIDITY      | Lifetime                                       |
| AWARDING BODY | LAPT — London Academy of Professional Training |

CURRICULUM

1

Communication and Leadership in Security

5 chapters · 30 classes 65 marks

• 1 Understanding the Fundamentals of Security Vocabulary — 6 classes

› 1.1 Define Key Security Terms for Effective Communication

› 1.2 Explore the Importance of Resilience in Security Vocabulary

› 1.3 Analyze ISO 22300 Terminology and Its Applications

› 1.4 Differentiate Between Security and Resilience Concepts

› 1.5 Implement Security Vocabulary in Leadership Scenarios

› 1.6 Develop a Personal Glossary of Security Terms for Leadership

• 2 The Role of Effective Communication in Security Leadership — 6 classes

› 2.1 Understand the Importance of Communication in Security Leadership

› 2.2 Identify Key Communication Skills for Security Leaders

› 2.3 Explore Communication Barriers in Security Contexts

› 2.4 Develop Strategies for Effective Stakeholder Communication

› 2.5 Implement Crisis Communication Plans in Security Scenarios

› 2.6 Evaluate the Impact of Communication on Security Outcomes

• 3 Developing a Resilient Communication Strategy — 6 classes

› 3.1 Assess Current Communication Channels for Resilience

› 3.2 Define Key Elements of a Resilient Communication Strategy

› 3.3 Identify Stakeholders and Their Communication Needs

› 3.4 Develop Clear Messaging to Enhance Understanding

› 3.5 Implement Feedback Mechanisms for Continuous Improvement

› 3.6 Create a Crisis Communication Plan for Rapid Response

• 4 Crisis Communication: Best Practices for Leaders — 6 classes

› 4.1 Identify Key Principles of Crisis Communication

› 4.2 Analyze Effective Communication Strategies for Leaders

› 4.3 Develop a Crisis Communication Plan Framework

› 4.4 Craft Clear and Concise Messages for Crisis Situations

› 4.5 Evaluate Real-World Examples of Crisis Communication

› 4.6 Practice Role-Playing Scenarios to Enhance Leadership Response

• 5 Evaluating Leadership Communication in Security Operations — 6 classes

› 5.1 Assessing Communication Styles in Security Leadership

› 5.2 Identifying Key Leadership Messages in Crisis Situations

› 5.3 Analyzing the Impact of Nonverbal Communication in Security Settings

› 5.4 Developing Clear Communication Strategies for Security Operations

› 5.5 Evaluating the Effectiveness of Communication During Security Drills

› 5.6 Applying Feedback Mechanisms to Enhance Leadership Communication

**• 1 Understanding Disaster Recovery: Concepts and Definitions** — 6 classes

- › 1.1 Define Key Concepts in Disaster Recovery
- › 1.2 Explore the Importance of Disaster Recovery Frameworks
- › 1.3 Identify Components of an Effective Disaster Recovery Plan
- › 1.4 Analyze Case Studies of Disaster Recovery Successes and Failures
- › 1.5 Evaluate Tools and Technologies for Disaster Recovery
- › 1.6 Implement Basic Disaster Recovery Strategies in Real-World Scenarios

**• 2 Key Components of a Disaster Recovery Framework** — 6 classes

- › 2.1 Identify Core Elements of a Disaster Recovery Framework
- › 2.2 Analyze Key Roles and Responsibilities in Disaster Recovery
- › 2.3 Evaluate Risk Assessment Techniques for Disaster Preparedness
- › 2.4 Develop Business Continuity Strategies within Disaster Recovery Plans
- › 2.5 Implement Communication Protocols for Effective Recovery Operations
- › 2.6 Create a Checklist for Testing and Maintaining Disaster Recovery Plans

**• 3 Developing a Disaster Recovery Plan: Methodologies and Best Practices** — 6 classes

- › 3.1 Identify Key Components of a Disaster Recovery Plan
- › 3.2 Evaluate Different Disaster Recovery Methodologies
- › 3.3 Assess Organizational Risks and Impacts
- › 3.4 Develop Recovery Strategies and Solutions
- › 3.5 Design a Comprehensive Implementation Plan
- › 3.6 Review and Test Disaster Recovery Plan Effectiveness

**• 4 Testing and Maintenance of Disaster Recovery Plans** — 6 classes

- › 4.1 Analyze the Importance of Testing Disaster Recovery Plans
- › 4.2 Identify Key Components of Effective Testing Strategies
- › 4.3 Develop Scenarios for Disaster Recovery Simulation Exercises
- › 4.4 Execute Tabletop Exercises for Disaster Recovery Plans
- › 4.5 Evaluate Testing Results to Improve Recovery Strategies
- › 4.6 Implement Continuous Maintenance Procedures for Disaster Recovery Plans

**• 5 Leading Disaster Recovery Initiatives: Team Roles and Responsibilities** — 6 classes

- › 5.1 Define Core Team Roles in Disaster Recovery
- › 5.2 Identify Key Responsibilities for Each Role
- › 5.3 Establish Communication Protocols Among Team Members
- › 5.4 Develop Role-Specific Training and Resources
- › 5.5 Implement a Team Collaboration Framework
- › 5.6 Evaluate Team Performance Post-Initiative

**• 1 Foundations of Risk Management Concepts** — 6 classes

- › 1.1 Define Key Risk Management Concepts
- › 1.2 Identify Types of Risks in Various Contexts
- › 1.3 Analyze the Importance of Risk Assessment
- › 1.4 Evaluate Risk Mitigation Strategies
- › 1.5 Explore the Role of Leadership in Risk Management
- › 1.6 Apply Risk Management Concepts to Real-World Scenarios

**• 2 Identifying and Analyzing Risks** — 6 classes

- › 2.1 Define and Understand Key Risk Management Concepts
- › 2.2 Identify Different Types of Risks in Various Contexts
- › 2.3 Analyze the Impact of Identified Risks on Organizational Objectives
- › 2.4 Utilize Risk Assessment Tools and Techniques
- › 2.5 Explore Case Studies of Risk Identification and Analysis
- › 2.6 Develop a Risk Mitigation Strategy Based on Analysis Results

**• 3 Risk Mitigation Strategies and Implementation** — 6 classes

- › 3.1 Identify Key Risk Mitigation Strategies
- › 3.2 Analyse the Effectiveness of Different Strategies
- › 3.3 Develop a Risk Assessment Framework
- › 3.4 Implementing Risk Mitigation Plans
- › 3.5 Evaluate the Impact of Risk Mitigation Efforts
- › 3.6 Communicate Risk Management Strategies to Stakeholders

**• 4 Monitoring and Reviewing Risk Management Processes** — 6 classes

- › 4.1 Define Key Terms in Risk Management Processes
- › 4.2 Identify Components of Effective Monitoring Systems
- › 4.3 Analyze Current Risk Management Practices
- › 4.4 Evaluate the Effectiveness of Monitoring Techniques
- › 4.5 Develop a Framework for Reviewing Risk Management
- › 4.6 Implement Continuous Improvement Strategies in Risk Management

**• 5 Integrating Risk Management into Organizational Culture** — 6 classes

- › 5.1 Define Key Concepts of Risk Management and Organizational Culture
- › 5.2 Identify Barriers to Integrating Risk Management into Culture
- › 5.3 Assess Current Organizational Culture and Risk Management Practices
- › 5.4 Develop Strategies for Promoting a Risk-Conscious Culture
- › 5.5 Design Communication Plans for Risk Management Integration
- › 5.6 Evaluate the Impact of Risk Management Integration on Organizational Resilience

**• 1 Understanding ISO 22300 and its Role in Resilience** — 6 classes

- › 1.1 Define ISO 22300 and its Purpose in Resilience
- › 1.2 Explore Key Terms in Security and Resilience Vocabulary
- › 1.3 Examine the Structure of ISO 22300 Framework
- › 1.4 Assess the Importance of Standardisation in Resilience Practices
- › 1.5 Identify Stakeholders and Their Roles in ISO 22300 Implementation
- › 1.6 Develop an Action Plan for Integrating ISO 22300 in Organisational Practices

**• 2 Key Terms and Concepts in Resilience Practices** — 6 classes

- › 2.1 Define Key Resilience Terms and Concepts
- › 2.2 Explore the Importance of ISO 22300 in Resilience Practices
- › 2.3 Identify Key Vocabulary Related to Security and Resilience
- › 2.4 Analyze the Role of Leadership in Resilience Frameworks
- › 2.5 Apply Resilience Vocabulary to Real-World Scenarios
- › 2.6 Evaluate Case Studies Using ISO 22300 Terminology

**• 3 Implementing ISO 22300 in Organisational Frameworks** — 6 classes

- › 3.1 Understand Key Terms in ISO 22300
- › 3.2 Analyse the Benefits of Standardisation in Resilience
- › 3.3 Identify Steps for Implementing ISO 22300 in Your Organisation
- › 3.4 Develop an Organisational Framework for Resilience
- › 3.5 Evaluate Case Studies of ISO 22300 Implementation
- › 3.6 Create an Action Plan for ISO 22300 Integration

**• 4 Integration of ISO 22300 with Other Resilience Standards** — 6 classes

- › 4.1 Identify Key Components of ISO 22300 for Resilience
- › 4.2 Compare ISO 22300 with Other Resilience Standards
- › 4.3 Analyze the Integration Process of ISO 22300
- › 4.4 Evaluate the Impact of Integrated Standards on Resilience Practices
- › 4.5 Develop a Strategy for Implementing Integrated Standards
- › 4.6 Create a Case Study on Successful Integration of ISO Standards

**• 5 Evaluating and Enhancing Resilience Practices through ISO 22300** — 6 classes

- › 5.1 Define Key Terms in ISO 22300 for Resilience Practices
- › 5.2 Assess Current Resilience Practices Against ISO 22300 Standards
- › 5.3 Identify Gaps in Resilience Practices Based on ISO 22300 Evaluation
- › 5.4 Develop Strategies to Align Practices with ISO 22300 Guidelines
- › 5.5 Implement Action Plans to Enhance Resilience Based on ISO 22300
- › 5.6 Review and Measure the Impact of Enhanced Resilience Practices

**• 1 Understanding the Foundations of Strategy Development** — 6 classes

- › 1.1 Define Key Terms in Strategy Development
- › 1.2 Explore the Importance of Strategic Vision
- › 1.3 Analyze Stakeholder Roles in Strategy Formation
- › 1.4 Examine Different Types of Strategic Frameworks
- › 1.5 Assess the Challenges in Strategy Execution
- › 1.6 Develop a Mini-Strategy Plan for a Hypothetical Scenario

**• 2 Key Components of Effective Strategy Evaluation** — 6 classes

- › 2.1 Define Key Components of Effective Strategy Evaluation
- › 2.2 Identify Stakeholders Involved in Strategy Evaluation
- › 2.3 Analyze Methods for Collecting Evaluation Data
- › 2.4 Assess the Role of Performance Indicators in Strategy Evaluation
- › 2.5 Discuss Common Challenges in Strategy Evaluation
- › 2.6 Develop a Framework for Continuous Strategy Improvement

**• 3 Risk Assessment and Its Role in Strategic Planning** — 6 classes

- › 3.1 Identify Key Concepts in Risk Assessment
- › 3.2 Analyze the Importance of Risk Assessment in Strategic Planning
- › 3.3 Assess Different Risk Assessment Methodologies
- › 3.4 Evaluate Risk Factors Impacting Strategic Goals
- › 3.5 Develop Risk Mitigation Strategies for Successful Planning
- › 3.6 Apply Risk Assessment Findings to Strategic Decision-Making

**• 4 Aligning Strategies with ISO 22300 Standards** — 6 classes

- › 4.1 Understand ISO 22300 Vocabulary for Strategic Alignment
- › 4.2 Identify Core Principles of Security and Resilience in Strategy
- › 4.3 Analyze Current Strategies Using ISO 22300 Framework
- › 4.4 Develop Strategy Alignment Plans with ISO 22300 Standards
- › 4.5 Evaluate Effectiveness of Strategies Against ISO 22300 Criteria
- › 4.6 Implement Continuous Improvement Processes for Strategy Compliance

**• 5 Case Studies and Best Practices in Strategy Evaluation** — 6 classes

- › 5.1 Analyze Key Case Studies in Strategy Evaluation
- › 5.2 Identify Best Practices for Effective Strategy Assessment
- › 5.3 Evaluate the Impact of Strategic Decisions in Real Scenarios
- › 5.4 Compare Different Approaches to Strategy Analysis
- › 5.5 Synthesize Learnings from Case Studies to Enhance Strategy Development
- › 5.6 Implement Strategies for Continuous Improvement in Evaluation Processes

**• 1 Foundations of Security Vocabulary: Key Concepts and Definitions** — 6 classes

- › 1.1 Define Security and Resilience: Core Concepts
- › 1.2 Explore Key Terms in Security Vocabulary
- › 1.3 Analyze the Importance of Security Language
- › 1.4 Identify Relationships Between Security Terms
- › 1.5 Interpret ISO 22300 Terminology in Context
- › 1.6 Apply Security Vocabulary in Real-World Scenarios

**• 2 Contextualizing Security Vocabulary: Understanding ISO 22300** — 6 classes

- › 2.1 Define Key Terms in ISO 22300 Vocabulary
- › 2.2 Explore the Importance of Security and Resilience
- › 2.3 Analyze the Context of Security Vocabulary in Various Scenarios
- › 2.4 Discuss Case Studies Linking Vocabulary to Real-World Events
- › 2.5 Evaluate the Impact of Misunderstanding Security Terms
- › 2.6 Apply ISO 22300 Vocabulary in Leadership Scenarios

**• 3 Interconnections between Security Terms: Building a Cohesive Vocabulary** — 6 classes

- › 3.1 Define Key Security Terms and Their Relevance
- › 3.2 Explore the Interrelationships Among Security Concepts
- › 3.3 Analyze Real-World Examples of Security Vocabulary in Action
- › 3.4 Illustrate Cohesive Security Vocabulary Through Case Studies
- › 3.5 Develop a Personal Security Glossary for Practical Use
- › 3.6 Present and Discuss Security Vocabulary Applications in Teams

**• 4 Application of Security Vocabulary in Real-World Scenarios** — 6 classes

- › 4.1 Define Key Security Terms for Effective Communication
- › 4.2 Explore the Role of Vocabulary in Risk Assessment
- › 4.3 Analyze Real-World Security Incidents Using Technical Language
- › 4.4 Distinguish Between Security and Resilience Terminology
- › 4.5 Apply Security Vocabulary in Crisis Management Simulations
- › 4.6 Evaluate the Impact of Accurate Vocabulary on Team Collaboration

**• 5 Developing Leadership Skills: Communicating Security Vocabulary Effectively** — 6 classes

- › 5.1 Define Key Security Terms for Effective Communication
- › 5.2 Explore the Importance of Security Vocabulary in Leadership
- › 5.3 Analyze Common Misunderstandings in Security Terminology
- › 5.4 Practice Active Listening Skills in Security Discussions
- › 5.5 Develop Strategies for Clear Security Vocabulary Presentation
- › 5.6 Create a Personal Action Plan for Communicating Security Vocabulary