



Fall 2009 Self-Paced Online Course Announcement  
**HSMI 145: "BUSINESS CONTINUITY PLANNING"**

Offered by the **Homeland Security Management Institute (HSMI)** of MCC

**About HSMI:**

The **mission** of the HSMI is to provide expertise in homeland security training to public and private employees and officials. As such, HSMI develops curricula, delivers program, broker resources, partners with agencies, and consults on issues of homeland security.

Through a network of community colleges, the HSMI provides regional and national services to safety professionals, public officials, healthcare providers, public safety managers and executives.

**About This Course/Target Audience:**

This course is intended for employees of small and medium size businesses and provides information for creating Business Continuity Plans in order to prepare organizations for threats. Participants will be provided with an overall perspective on the following issues:

- Forming a Team
- Risk Assessment
- Business Impact Analysis
- The Cost of Protection
- Writing a plan
- Awareness Training
- Testing the plan

**This course is a self-paced, open entry/open exit course**, meaning students can complete the course on their time without specific due dates or interaction with fellow students. However, an instructor monitors the course and requires students to complete simple online learning activities. The course is approximately 3 hours in duration.

**Course Requirements:** There are no pre-requisites or required background.

**Time Frame:** This course opens on October 5, 2009. Students must complete the course by August 30, 2010.

**Fee:** There is no fee for this course. A certificate will be awarded upon successful completion.

**How to Register and Access your Course Online:**

- **Step 1: Register at MCC** by completing the online form located at <http://www.monroecc.edu/go/hsmi>, click on Online Courses link, and scroll to access the form.
- **Step 2: Access your Course Online:** Please allow 4 business days for your registration to be processed. Then, go to <http://monroecc.sln.suny.edu> and login by following the provided instructions. You will also receive an e-mail confirmation with your username and password.

**(If you would like to drop the course prior to accessing the module, you must contact us by email at [hsmi@monroecc.edu](mailto:hsmi@monroecc.edu)).**



*We look forward to meeting your certification requirements and training needs!*  
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