

BUSINESS CONTINUITY AND CRISIS MANAGEMENT | COURSE BROCHURE

Recovery Time Objectives and Continuity Requirements

5 days | Classroom training | English

SMART HORIZON

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Course content

Why attend

Recovery time objectives and recovery point objectives define how quickly activities and data must be restored after disruption. This course explains how to determine RTOs, RPOs and minimum service levels through business impact analysis, validate them with leadership, translate them into resource and IT requirements and test whether they can be met.

Unrealistic recovery objectives lead to underinvestment or wasted spending. You will learn to set objectives that reflect real business needs.

Professional Problems This Course Is Designed to Solve

• Difficulty translating subject knowledge into practical workplace decisions.
• Inconsistent approaches to the activities covered in the course outline.
• Lack of a structured plan for applying and reviewing new skills.

Course methodology

Impact analysis exercises, objective-setting workshops, gap analysis and case studies.

Course objectives

By the end of this course, participants will be able to:
• Explain RTO, RPO and related concepts
• Assess impacts of disruption over time
• Set recovery objectives for activities and data
• Define minimum service levels and resources
• Translate objectives into IT and resource requirements
• Test and validate recovery capability

Target audience

This course is suitable for:
• Business continuity professionals
• IT disaster recovery managers
• Risk managers
• Department heads
• Auditors



Course content

Target competencies

Participants will develop competencies in:

- Impact analysis
- Objective setting
- Requirement definition
- Gap analysis
- Validation

Course outline

Day 1: Recovery Objectives

09:00–10:08	RTO, RPO and MTPD
10:08–11:00	Why they matter
11:00–11:30	**Coffee break**
11:30–11:45	Why they matter (continued)
11:45–12:53	Common mistakes
12:53–14:00	Exercise

Day 2: Impact Over Time

09:00–10:08	Impact categories
10:08–11:00	Time-based analysis
11:00–11:30	**Coffee break**
11:30–11:45	Time-based analysis (continued)
11:45–12:53	Dependencies
12:53–14:00	Workshop

Day 3: Setting Objectives

09:00–10:08	Activity objectives
10:08–11:00	Data objectives
11:00–11:30	**Coffee break**



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11:30–11:45	Data objectives (continued)
11:45–12:53	Leadership validation
12:53–14:00	Exercise

Day 4: Requirements

09:00–10:08	Resources
10:08–11:00	IT requirements
11:00–11:30	**Coffee break**
11:30–11:45	IT requirements (continued)
11:45–12:53	Third parties
12:53–14:00	Case study

Day 5: Validation

09:00–10:08	Capability gaps
10:08–11:00	Testing
11:00–11:30	**Coffee break**
11:30–11:45	Testing (continued)
11:45–12:53	Reporting
12:53–14:00	Action plan

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the sessions. They are indicative only and do not constitute a binding commitment.



Course content

Dates, venues and fees

Current published course plans. Fees are per participant in GBP, excluding unconfirmed taxes.

Venue	Start date	End date	Fee (GBP)
Istanbul Confirmed dates	23 Nov 2026	27 Nov 2026	**£2,650.–**
Online Confirmed dates	23 Nov 2026	27 Nov 2026	**£1,250.–**
Dubai Confirmed dates	14 Dec 2026	18 Dec 2026	**£3,150.–**
Online Confirmed dates	14 Dec 2026	18 Dec 2026	**£1,250.–**
London Confirmed dates	18 Jan 2027	22 Jan 2027	**£2,450.–**
Online Confirmed dates	18 Jan 2027	22 Jan 2027	**£1,250.–**
Dubai Confirmed dates	1 Feb 2027	5 Feb 2027	**£3,150.–**
Online Confirmed dates	1 Feb 2027	5 Feb 2027	**£1,250.–**
Cape Town Confirmed dates	22 Feb 2027	26 Feb 2027	**£1,890.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Online Confirmed dates	22 Feb 2027	26 Feb 2027	**£1,250.–**
Rome Confirmed dates	15 Mar 2027	19 Mar 2027	**£2,450.–**
Online Confirmed dates	15 Mar 2027	19 Mar 2027	**£1,250.–**
Vienna Confirmed dates	5 Apr 2027	9 Apr 2027	**£2,940.–**
Online Confirmed dates	5 Apr 2027	9 Apr 2027	**£1,250.–**
Paris Confirmed dates	26 Apr 2027	30 Apr 2027	**£2,860.–**
Online Confirmed dates	26 Apr 2027	30 Apr 2027	**£1,250.–**
Barcelona Confirmed dates	10 May 2027	14 May 2027	**£2,840.–**
Online Confirmed dates	10 May 2027	14 May 2027	**£1,250.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Dubai Confirmed dates	31 May 2027	4 Jun 2027	**£3,150.-**
Online Confirmed dates	31 May 2027	4 Jun 2027	**£1,250.-**
Rome Confirmed dates	21 Jun 2027	25 Jun 2027	**£2,450.-**
Online Confirmed dates	21 Jun 2027	25 Jun 2027	**£1,250.-**
Kuala Lumpur Confirmed dates	12 Jul 2027	16 Jul 2027	**£1,450.-**
Online Confirmed dates	12 Jul 2027	16 Jul 2027	**£1,250.-**
Cape Town Confirmed dates	2 Aug 2027	6 Aug 2027	**£1,890.-**
Online Confirmed dates	2 Aug 2027	6 Aug 2027	**£1,250.-**
Vienna Confirmed dates	16 Aug 2027	20 Aug 2027	**£2,940.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Online Confirmed dates	16 Aug 2027	20 Aug 2027	**£1,250.-**
Amsterdam Confirmed dates	6 Sept 2027	10 Sept 2027	**£2,540.-**
Online Confirmed dates	6 Sept 2027	10 Sept 2027	**£1,250.-**
Frankfurt Confirmed dates	27 Sept 2027	1 Oct 2027	**£2,650.-**
Online Confirmed dates	27 Sept 2027	1 Oct 2027	**£1,250.-**
London Confirmed dates	18 Oct 2027	22 Oct 2027	**£2,450.-**
Online Confirmed dates	18 Oct 2027	22 Oct 2027	**£1,250.-**
Rome Confirmed dates	8 Nov 2027	12 Nov 2027	**£2,450.-**
Online Confirmed dates	8 Nov 2027	12 Nov 2027	**£1,250.-**



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Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Cape Town Confirmed dates	22 Nov 2027	26 Nov 2027	**£1,890.-**
Online Confirmed dates	22 Nov 2027	26 Nov 2027	**£1,250.-**
Barcelona Confirmed dates	13 Dec 2027	17 Dec 2027	**£2,840.-**
Online Confirmed dates	13 Dec 2027	17 Dec 2027	**£1,250.-**

Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon UK certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

Contact Smart Horizon

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View the latest course details online