

From My Bookshelf

By Irene Rozansky

I've been reviewing books to include in a course I'll be teaching next Fall. One book I came across that I think is particularly worth talking about is Building a BIA Process: A Hands-On Blueprint published in 2007 by K&M Publishers, Inc and written by Barry Cardoza. This book is an excellent tutorial on conducting a business impact analysis. Cardoza has many years of experience in the field and shares his expertise in this book. His writing style is as if he were in the room with you discussing the ins and outs of the processes he describes. He even suggests action items as the end of each chapter – to help the reader get prepared for what is coming next.

Cardoza begins his comprehensive treatise by giving us the background needed to getting the BIA process off to a great start. He takes time to develop and define terms and concepts. He then moves on to the technique of collecting data, including knowing what questions to ask and how to ask them. He provides guides to data validation, whether building your own system or using a third party. He takes you through the BIA Kickoff, the analysis phase, and how to present the findings. There is an accompanying CD with lots of helpful flowcharts and other goodies. My only complaint is that there are no real-world examples, but that is probably because the book is written for a very wide audience from many different industries.

Overall, Building a BIA Process is a great addition to the BC Professional's toolbox. There is much useful information for the person who is about to embark on this journey for the very first time. It is also a great reference for those of us who have been around the block a few times conducting business impact analyses. Thanks, Barry!