COBIT 2019 Foundation Course

COBIT®2019

Syllabus

February 2020

COBIT 2019 Foundation Course Syllabus

1. **Introduction.**

   1.1. <u>Title</u>: COBIT2019 Overview and Foundation Exam Preparation
   1.2. <u>Course Description</u>. COBIT is a framework for the governance and management of enterprise Information and Technology that supports enterprise goal achievement. This Foundation course is intended for new users to COBIT who are interested in achieving the foundation certificate. This two-day foundation course highlights the concepts, models and key definitions of the COBIT framework.
   1.3. <u>Duration</u>. 2 days
   1.4. <u>Prerequisites</u>. None
   1.5. <u>Materials included</u>. Course materials, COBIT 2019 Framework, COBIT 2019 Governance and Management Objectives publications, COBIT 2019 Exam Voucher

2. **Course Learning Outcomes.**

   2.1. Recognize the target audience of COBIT 2019.
   2.2. Recognize the context, benefits and key reasons COBIT is used as an information and technology governance framework.
   2.3. Recognize the descriptions and purposes of the COBIT product architecture.
   2.4. Recall the alignment of COBIT with other applicable frameworks, standards and bodies of knowledge.
   2.5. Understand and describe the governance "system" and governance "framework" principles.
   2.6. Describe the components of a governance system.
   2.7. Understand the overall structure and contents of the Goals Cascade.
   2.8. Recall the 40 Governance and Management Objectives and their purpose statements.
   2.9. Understand the relationship between Governance and Management Objectives and Governance Components.
   2.10. Differentiate COBIT based performance management using maturity and capability perspectives.
   2.11. Discover how to design a tailored governance system using COBIT.
   2.12. Explain the key points of the COBIT business case.
   2.13. Understand and recall the phases of the COBIT implementation approach.
   2.14. Describe the relationships between the COBIT Design and Implementation Guides.
   2.15. Prepare for the COBIT 2019 Foundation exam.

3. Training and Certification Scheme.

4. Course Syllabus.

MODULE 2, COBIT Framework Introduction				
Section		**Description**	**Time**	**Course Goal**
2.1	Review of Topics and Learning Objectives	Overview of Module 2	5	1-4
2.2	Enterprise governance of I&T	Introduction and benefits of EGIT	10	2
2.3	COBIT as an I&T Framework	Attributes and benefits of using COBIT as an I&T framework	10	2
2.4	COBIT format and product architecture	Overview of the COBIT core and the descriptions/purposes of the updated COBIT product family	10	3
2.5	COBIT and other standards	Discussion on COBIT as an "umbrella" framework and its alignment with updated industry frameworks, standards and bodies of knowledge	10	4
2.6	Training and certification	Understand the overall training and certification scheme	10	N/A
2.7	Group Discussion Questions	Group discussion on EGIT and how COBIT supports this	10	1-4
2.8	Module Summary and sample questions	Module review	5	1-4
		Time	70	

MODULE 3, Principles

Section		Description	Time	Course Goal
3.1	Review of topic and learning objectives	Overview of module 3	5	5
3.2	Governance "system" principles	Six principles for a governance system	10	5
3.3	Governance "framework" principles	Three principles for a governance framework	10	5
3.5	Module Summary and sample questions	Module review	5	5

Time | 30

MODULE 4, Governance System and Components

Section		Description	Time	Course Goals
4.1	Review of topic and learning objectives	Overview of module 4	5	6,7
4.2	Governance and management objectives	High level introduction and definitions of governance and management objectives including domains.	20	6
4.3	Components of the governance system	Components of a governance system and the key points	50	6
4.4	Focus areas	Focus areas that describe certain governance topics	10	6
4.5	Design Factors	Design factors that can influence the design of an enterprise's governance system and position it for success in the use of I&T	50	6
4.5	Goals cascade	COBIT goals cascade that supports the prioritization of management objectives based on enterprise goals	20	7
4.6	Exercise	Group activity	60	6,7
4.6	Module Summary and sample questions	Module review	10	6,7

Time | 225

MODULE 5, Governance and Management Objectives				
Section		**Description**	**Time**	**Course Goal**
5.1	Review of topic and learning objectives	Overview of module 5	5	8,9
5.2	Overview of the COBIT core model	High level description of the 40 governance and management objectives	25	8
5.3	Governance and Management objectives purpose statements	Description and discussion of the purpose statements for all 40 governance and management objectives	45	8
5.4	Governance and Management objectives detailed guidance	Description of the governance components related to the governance and management objectives	90	8,9
5.5	Exercise	Module group exercise	60	8.9
5.6	Module Summary and sample questions	Module review	10	8,9
		Time	235	

MODULE 6, Performance Management in COBIT				
Section		**Description**	**Time**	**Course Goal**
6.1	Review of topic and learning objectives	Overview of module 6	5	10
6.2	Performance management definition, principles and overview	The expression of how well the governance and management system and all the components of an enterprise work	10	10
6.3	Managing Performance of Processes	The capability levels (0-5) to measure how well a process is implemented and performing and the performance management guidance for assessing other governance system components	10	10
6.4	Managing performance of other Governance System Components	Managing the performance of other governance system components is also crucial and include organizational structures, Information items, Culture and Behavior.	10	10
6.5	Module Summary and sample questions	Module review	5	10
		Time	40	

MODULE 7, Designing a Tailored Governance System

Section		Description	Time	Course Goal
7.1	Review of topic and learning objectives	Overview of module 7	5	11
7.2	Introduction to designing a tailored governance system	Introduction to the need for tailoring	5	11
7.3	Impact of design factors	High level overview of the impact of the new design factors on a governance system	15	11
7.4	Designing a tailored governance system	Stages and steps of the design process that results in recommendations for prioritizing components	15	11
7.5	Module Summary and sample questions	Module review	5	11
		Time	45	

MODULE 8, The COBIT Business Case

Section		Description	Time	Course Goal
8.1	Review of topic and learning objectives	Overview of module 8	2	12
8.2	Making a case for getting started	Introduction to the business case	3	12
8.3	Overview of the COBIT business case	The COBIT business case components	5	12
8.4	Example scenario	Walkthrough of the example and group exercise	45	12
8.5	Module Summary and sample questions	Module review	5	12
		Time	60	

MODULE 9, Implementing Enterprise Governance Over IT

Section		Description	Time	Course Goal
9.1	Review of topic and learning objectives	Overview of module 9	5	13,14
9.2	Implementation guide purpose and approach	High level description of the Implementation roadmap	5	13
9.3	Implementation phases	Description of the Implementation roadmap steps and their descriptions	20	13
9.4	Design guide and Implementation Guide relationships	COBIT2019 Design Guide and Implementation Guide connection points	10	14
9.5	Module Summary and sample questions	Module review	5	13,14
		Time	45	

MODULE 10, Closing and Questions				
Section		**Description**	**Time**	**Course Goal**
10.1	Course summary	Summary of learning objectives	10	All
10.2	Closing and questions	Instructor wrap up and final Q&A	10	All
		Time	10	

5. Course timing.

The course is designed to be conducted in two days. The times identified for each module are estimated and can vary based on instructor preference.

6. Exams

6.1. Exam requirements. The COBIT Foundation exam is designed to test the candidate's knowledge of the framework as opposed to memorization. Foundation students will be provided and exam voucher at the completion of the course and can schedule their exam with the examination institute. Specific exam information includes:

- Online proctored exam
- 75 multiple-choice questions
- Closed-book
- One correct answer for each question, using three choices (A, B or C)
- Two hour duration
- Pass rate is 65% or 49 correct answers out of 75

6.2. Exam blueprint. The following table illustrates the number and percentage of exam questions by course module. The last column includes the number of sample questions are provided in the course material.

	Module	Number of Questions	Percent of Total Questions	Learning Outcome (course goal)	Learning Outcome Level	Sample questions in course
1	Course Introduction	0	0%	N/A	1	0
2	Framework Introduction	9	12%	1,2,3,4	2	1
3	Principles	10	13%	5	2	2
4	Governance System and Components	23	30%	6,7	2	4
5	Governance and Management Objectives	17	23%	8,9	2	5
6	Performance Management	3	4%	10	2	2
7	Designing a Tailored Governance System	5	7%	11	2	3
8	Business Case	2	3%	12	2	1
9	Implementation	6	8%	13,14	2	2
#	Closing	0	0%	N/A	1	2
#	Exam Preparation	0	0%	ALL	3	0
		75	100%			

Appendix, Learning Outcomes Model

The learning outcomes model is based on the Anderson and Krathwohl Revised Bloom's Taxonomy. The ordering of cognitive skills migrates from simple to more complex and challenging types of thinking. The following table represents these levels and are used in the course to determine the level of cognition required for each COBIT learning objective:

Taxonomy Domain		Description
1	Remembering	Recognizing or recalling knowledge from memory. remembering is when memory is used to produce or retrieve definitions, facts, or lists, or to recite previously learned information.
2	Understanding	Constructing meaning from different types of functions be they written or graphic messages or activities like interpreting, exemplifying, classifying, summarizing, inferring, comparing, or explaining.
3	Applying	Carrying out or using a procedure through executing, or implementing. Applying relates to or refers to situations where learned material is used through products like models, presentations, interviews or simulations.
4	Analyzing	Breaking materials or concepts into parts, determining how the parts relate to one another or how they interrelate, or how the parts relate to an overall structure or purpose. Mental actions included in this function are differentiating, organizing, and attributing, as well as being able to distinguish between the components or parts. When one is analyzing, he/she can illustrate this mental function by creating spreadsheets, surveys, charts, or diagrams, or graphic representations.
5	Evaluating	Making judgments based on criteria and standards through checking and critiquing. Critiques, recommendations, and reports are some of the products that can be created to demonstrate the processes of evaluation. In the newer taxonomy, evaluating comes before creating as it is often a necessary part of the precursory behavior before one creates something.
6	Creating	Putting elements together to form a coherent or functional whole; reorganizing elements into a new pattern or structure through generating, planning, or producing. Creating requires users to put parts together in a new way, or synthesize parts into something new and different creating a new form or product. This process is the most difficult mental function in the new taxonomy.