



GOVaaS – Governance Advisors, as-a-Service

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Dat3: 9 April 2019

To: ISACA Slovakia Chapter

From: Bruno Horta Soares, CISA®, CGEIT®, CRISC™, PMP®, COBIT® 5/2019

Subject: COBIT® 2019 Foundation + Exam

9 April 2019

Dear all,

As requested and following the contacts made, I present my proposal of training services Course COBIT® 2019 + Foundation COBIT® 2019 Foundation Exam in the context of the training program and training d ISACA Slovakia Chapter.

The proposal reflects the training model that I consider to add greater value to ISACA Slovakia Chapter , allowing access to one of the most recognized international training courses in the area of IT Governance and Management , delivered by the official ISACA / APMG trainer Bruno Horta Soares, a certified professional in the area and with over 18 years of consulting, advisory and audit experience, specialized in areas of governance, management, risk, control, audit and security of information systems.

At the end of the training participants will have the possibility of performing the COBIT® 2019 Foundation exam, which will enable participants to certify in one of the international reference certificates in Governance and Management of Enterprise IT.

Expecting the contents of this document to correspond to your requests, I am available to clarify any additional questions that may exist.

Best regards,

Bruno Horta Soares, CISA®, CGEIT®, CRISC™, PMP®, COBIT® 5/2019 F

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- Services proposal
- Appendix I - CV Bruno Horta Soares

PRESENTATION

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

It targets all professionals in the areas of information systems who perform functions in the domains of governance and management of information systems, whether external service providers or elements of functional areas in organizations.

Given its holistic scope, training can still be a valuable resource for business areas that are heavily involved in technology, or any area of the company that wants to understand how it can use the technologies to deliver value to stakeholders.

The course was prepared for participants who are now starting their contact with the ISACA frameworks, but also for those looking for the best framework migration strategies COBIT® 4.1/5.

The vision of formation is not restricted to the programmatic contents of the same, being a critical success factor the trainer who will minister. The trainer Bruno Horta Soares, a certified professional with more than 18 years of experience in consulting, advisory and audit in the areas of IT Governance, management, risk, control, audit and security of information systems (see link I - CV Bruno Horta Soares). In this way, trainees will be able not only have access to a training aligned with the APMG / ISACA requirements, but also discuss, exchange ideas and share experiences and practical cases with the trainer.

LEARNING OUTCOMES

At the end of the course participants will be able to:

1. Recognize the target audience of COBIT 2019.
2. Recognize the context, benefits and key reasons COBIT is used as an information and technology governance framework.
3. Recognize the descriptions and purposes of the COBIT product architecture.
4. Recall the alignment of COBIT with other applicable frameworks, standards and bodies of knowledge.
5. Understand and describe the governance “system” and governance “framework” principles.
6. Describe the components of a governance system.
7. Understand the overall structure and contents of the Goals Cascade.
8. Recall the 40 Governance and Management Objectives and their purpose statements.
9. Understand the relationship between Governance and Management Objectives and Governance Components.
10. Differentiate COBIT based performance management using maturity and capability perspectives.
11. Discover how to design a tailored governance system using COBIT.
12. Explain the key points of the COBIT business case.
13. Understand and recall the phases of the COBIT implementation approach.
14. Describe the relationships between the COBIT Design and Implementation Guides.
15. Prepare for the COBIT 2019 Foundation exam.

TRAINING SCOPE

COBIT® 2019 Foundation Area	Topic	Learning Outcome	Effort (m)
MODULE 1, Introduction	Presentation of the structure and objectives of the COBIT® 2019 Foundation course	N/A	60
MODULE 2, COBIT Framework Introduction	<ul style="list-style-type: none"> • Review of Topics and Learning Objectives • Enterprise governance of I&T • COBIT as an I&T Framework • COBIT format and product architecture • COBIT and other standards • Training and certification • Group Discussion • Module Summary and sample questions 	1-4	70
MODULE 3, Principles	<ul style="list-style-type: none"> • Review of topic and learning objectives • Governance “system” principles • Governance “framework” principles T • Module Summary and sample questions 	5	30
MODULE 4, Governance System and Components	<ul style="list-style-type: none"> • Review of topic and learning Objectives • Governance and management objectives Components of the governance system Focus areas • Design Factors • Goals cascade • Exercise • Module Summary and sample questions 	6,7	225
MODULE 5, Governance and Management Objectives	<ul style="list-style-type: none"> • Review of topic and learning Objectives • Overview of the COBIT core model Governance and Management objectives purpose statements • Governance and Management objectives detailed guidance • Exercise • Module Summary and sample questions 	8,9	235
MODULE 6, Performance Management in COBIT	<ul style="list-style-type: none"> • Review of topic and learning Objectives • Performance management definition, principles and overview • Managing Performance of Processes • Managing performance of other Governance System Components • Module Summary and sample questions 	10	40
MODULE 7, Designing a Tailored Governance System	<ul style="list-style-type: none"> • Review of topic and learning Objectives • Introduction to designing a tailored governance system • Impact of design factors • Designing a tailored governance system • Module Summary and sample questions 	11	45
MODULE 8, The COBIT Business Case	<ul style="list-style-type: none"> • Review of topic and learning Objectives • Making a case for getting Started • Overview of the COBIT business case • Example scenario 	12	60

	<ul style="list-style-type: none"> Module Summary and sample questions 		
MODULE 9, Implementing Enterprise Governance Over IT	<ul style="list-style-type: none"> Review of topic and learning Objectives Implementation guide purpose and approach Implementation phases Design guide and Implementation Guide Relationships Module Summary and sample questions 	13,14	45
MODULE 10, Closing and Questions	<ul style="list-style-type: none"> Course summary Closing and questions 	All	10
Exam Preparation support	<ul style="list-style-type: none"> Sample Questions overview 	All	60
	Estimated Time		15h
	Continuing Professional Education (CPE)		~18

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 an 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

PLANNED CALENDAR

Considering the estimated time for each training module, it is recommended that the training be given in two days , complemented by another half-day for review of the subject, Q & A and Examination. The scheduled time is from 9:00 am to 6:00 pm , with a 60-minute lunch break and two 15-minute coffee breaks.

The following table shows the training schedule:

COBIT 2019 Foundation	Time	Start	Finish
Day 1			
MODULE 1, Introduction	01:00:00	09:00	10:00
MODULE 2, COBIT Framework Introduction	01:10:00	10:00	11:10
Coffee break	00:20:00	11:10	11:30
MODULE 3, Principles	00:30:00	11:30	12:00
MODULE 4, Governance System and Components	01:00:00	12:00	13:00
Lunch	01:00:00	13:00	14:00
MODULE 4, Governance System and Components (cont.)	02:45:00	14:00	16:45
Coffee break	00:15:00	16:45	17:00
MODULE 5, Governance and Management Objectives	01:00:00	17:00	18:00
Day 2			
MODULE 5, Governance and Management Objectives (cont.)	00:20:00	11:00	11:20
Coffee break	00:55:00	11:20	12:15
MODULE 5, Governance and Management Objectives (cont.)	00:40:00	12:15	12:55
MODULE 6, Performance Management in COBIT	01:00:00	12:55	13:55
Lunch	00:45:00	13:55	14:40
MODULE 7, Designing a Tailored Governance System	01:00:00	14:40	15:40
MODULE 8, The COBIT Business Case	00:20:00	15:40	16:00
Coffee break	00:45:00	16:00	16:45
MODULE 9, Implementing Enterprise Governance Over IT	00:15:00	16:45	17:00
MODULE 10, Closing and Questions	01:00:00	17:00	18:00
Exam Preparation support	00:20:00	11:00	11:20

APPENDIX I - CV BRUNO HORTA SOARES



PERSONAL INFORMATION

Name **Bruno Horta Soares, CISA[®], CGEIT[®], CRISC[™], COBIT[®] 5 Foundation, PMP[®], LEGO[®] SERIOUS PLAY[®] Facilitator**

Telephone (00351) 96 210 31 53

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Nationality Portuguese

Date of birth 31 of July, 1979

ACTUAL POSITION

- Founder and Senior Advisor at GOVaaS - Governance Advisors, as-a-Service
- Leading Executive Senior Advisor (Digital Transformation, Governance, Strategy and Security) at IDC Portugal
- Visiting professor and coordinator of the 1st Portuguese spoken ISACA/CISA Accredited Academic training at Coimbra Business School - Coimbra, Portugal (IT Governance and management audits; Information Security Audits; and Risk Intelligence)
- Visiting professor at Instituto Superior de Contabilidade e Administração de Coimbra (ISCAC) - Coimbra, Portugal (Audit in Electronic Data Processing Environment; Cybersecurity and Competitive Intelligence)
- Visiting professor at Instituto Superior Técnico (IST) - Lisbon, Portugal (Enterprise Architecture Governance)
- Visiting professor at Católica Lisbon Business and Economics - Lisbon, Portugal (Governance, Risk and Portfolio Management)
- Visiting professor at University Católica de Angola - Luanda, Angola (Enterprise IT Governance and Management; Digital Ethics, Risk and Audit)
- Visiting professor at Porto Business School - Porto, Portugal (Enterprise Governance of IT; Cybersecurity Management; Digital Business Transformation)
- Visiting professor at ISEG Lisbon School of Economics and Management - Lisbon, Portugal (Management & Business Consulting - MISC; IT Governance)
- Founder and President at ISACA Lisbon Chapter
- Vice-president at sectorial commission for ICT (CS/03) at Instituto Português da Qualidade (IPQ)
- Advisor at the Portuguese Institute of Directors (IPCG)
- APMG individual accredited trainer for COBIT 5/2019
- Certified Facilitator LEGO Serious Play
- ISACA John Kuyers Award for Best Speaker 2019

RESUME

With more than 18 years of Information Systems Professional Services experience, particularly in areas related with Governance, Risk, Control, Audit, Information Security & Privacy and Digital Transformation. Started his career at Deloitte Consulting, worked for Information Risk Management area at KPMG Portugal and for Enterprise Risk Services area at Deloitte Portugal. In 2012 he founded GOVaaS - Governance Advisors as-a-service, where he is currently Senior Advisor, and since then devoted enthusiastically to advising, teaching and training professionals and Organizations in Portugal, Angola, Brazil and Mozambique. Currently he actively collaborates with an ecosystem of local and international partners, particularly IDC Portugal where since 2015 he is Leading Executive Senior Advisor for Digital Transformation, Governance, Strategy and Security related areas.

He has a 5 years degree in Management and Computer Science, from ISCTE and an Executive Program in Project Management, from ISLA Campus Lisbon. He is certified in Project Management Professional (PMP®), from PMI®, Certified Information Systems Auditor (CISA®), Certified in the Governance of Enterprise IT (CGEIT®) and Certified in Risk and Information Systems Control (CRISC™) and COBIT® 5/2019 Foundation (APMG individual accredited trainer) from ISACA®, ITIL® version 3 Foundation, ISO/IEC 27001 LA and LEGO® SERIOUS PLAY® Facilitator.

He teaches in different Masters, MBAs and Executive Programs in some of the most prominent Portuguese universities ISCAC - Coimbra Business School, Instituto Superior Técnico (IST), University Europeia | Laureate International Universities, Católica Lisbon Business & Economics (UCP), University Católica de Angola, Porto Business School and ISEG Lisbon School of Economics and Management.

He's the founder and President of the ISACA Lisbon Chapter, member of several professional associations in the areas of Auditing, IT Governance, and Project Management and keynote speaker at various conferences and seminars. In 2019 he was selected as the recipient of the ISACA John Kuyers Award for Best Speaker "For leading multiple outstanding COBIT® 5 workshops at ISACA International conferences and for contributions in sharing knowledge at ISACA events".