

BEGINNER'S COBIT® COMPANION

COBIT 4.1 – LEARNING PLAN

COBIT 4.1 - Learning Plan

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Overview

This document details a structured approach to learning COBIT based upon the use of the publication *Beginner's COBIT Companion* (isbn: 978-1848763-081).

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Trade Marks

COBIT® is a Registered Trade Mark of the Information Systems Audit and Control Association and the IT Governance Institute.

Further Information

Further information on COBIT (and other related works) can found on ISACA's excellent web site: www.isaca.org

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Stage 1 - The Basics

Steps 1 to 8 cover the basics of COBIT; this would be sufficient if all you wanted was an overview of the subject and did not plan to sit the COBIT 4.1 Foundation Examination.

Step 1

Free Mock Exam – available from www.beginnerscobitcompanion.com

Use this test to discover how much you already know about COBIT. Pay attention to the style of the questions, it can help you to focus on the types of information you will need to learn if you plan to sit the COBIT 4.1 Foundation Examination.

Step 2

Introduction (4 pages)
Chapter 1 – Life-Cycle Paradigm (13 pages)
Chapter 2 – Business Focused (5 pages)

Step 3

Chapter 3 – Process-Oriented (4 pages)
Appendix C – Summary of the COBIT Processes (39 pages)

Step 4

Chapter 4 – Controls-Based (4 pages)
Appendix E – Generic Control Requirements (2 pages)
Appendix F – Application Control Objectives (2 pages)

Step 5

Chapter 5 – Measurement-Driven (6 pages)
Appendix G – Maturity Attributes (5 pages)

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Step 6

Chapter 6 – Implementing COBIT (9 pages)
Chapter 7 – Summation (3 pages)

Step 7

Appendix A - Frequently Asked Questions (17 pages)

Step 8

Appendix O – Self Tests – Self Test 1

At this point you should broadly understand the basics of COBIT. Use Self Test 1 to discover just how much you have actually learnt so far. After you have finished the test, make sure you understand what the correct answer is to any question that you got wrong. Revisit the learning materials covered in Steps 2 to 7 to ensure that you understand why the correct answers are really the correct answers!

Stage 2 - The Extra Detail

If you plan to sit the COBIT 4.1 Foundation Examination, then after having completed Steps 1 to 8 you should also complete Steps 9 to 15. These steps repeat much of the information that is presented in the earlier steps but in greater detail.

Step 9

Appendix M – Overview of the COBIT 4.1 Foundation Exam (4 pages)

This appendix describes the focus of the COBIT 4.1 Foundation Examination. COBIT as a whole is quite large but at the foundation level a student is only required to learn a subset. Learning materials representing that subset can be found in Appendix N - Revision Guide for the COBIT 4.1 Foundation Exam.

Step 10

Appendix N – Revision Guide for the COBIT 4.1 Foundation Exam – Section 1 (9 pages)
Appendix N – Revision Guide for the COBIT 4.1 Foundation Exam – Section 2 (8 pages)

Step 11

Appendix N – Revision Guide for the COBIT 4.1 Foundation Exam – Section 3 (33 pages)

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Step 12

Appendix N – Revision Guide for the COBIT 4.1 Foundation Exam – Section 4 (14 pages)
Appendix N – Revision Guide for the COBIT 4.1 Foundation Exam – Section 5 (4 pages)

Step 13

Appendix P – COBIT 4.1 Glossary (13 pages)

Step 14

Appendix O – Self Tests – Self Test 2

Having completed Steps 9 to 13 you should now have a good understanding of COBIT, particularly the subset required for the COBIT 4.1 Foundation Examination. You should now complete Self Test 2. Revisit the learning materials listed in Steps 10 to 13 for any questions that you got wrong.

Step 15

Repeat the following tests until you are able to achieve 100 percent correct (i.e. 40 out of 40) for each test:

Free Mock Exam
Appendix O – Self Tests – Self Test 1
Appendix O – Self Tests – Self Test 2

Revisit the complete body of learning materials provided by the publication Beginner's COBIT Companion (Steps 2, 3, 4, 5, 6, 7, 10, 11, 12, and 13) to help you master COBIT and ready yourself to sit the COBIT 4.1 Foundation Examination.

PLEASE NOTE: COBIT 4.1 FOUNDATION EXAMINATION PASSES ARE NOT GUARANTEED.

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COBIT 4.1 - Learning Schedule

Typically, each step can be completed in an hour or less.

Step 15 could take much longer.

Dependent on your personal schedule you might want to complete one step per day, four steps per day, or to just try to finish all the steps as-soon-as-possible.

The overall time it takes you to complete the COBIT 4.1 - Learning Plan will be dependent on your reading speed, your ability to retain and assimilate the facts, and your work/personal time commitments.

It is suggested that a duration of two weeks would be ideal, as this would provide ample time to study, meet other commitments in your life, and to organize your thinking about COBIT.