



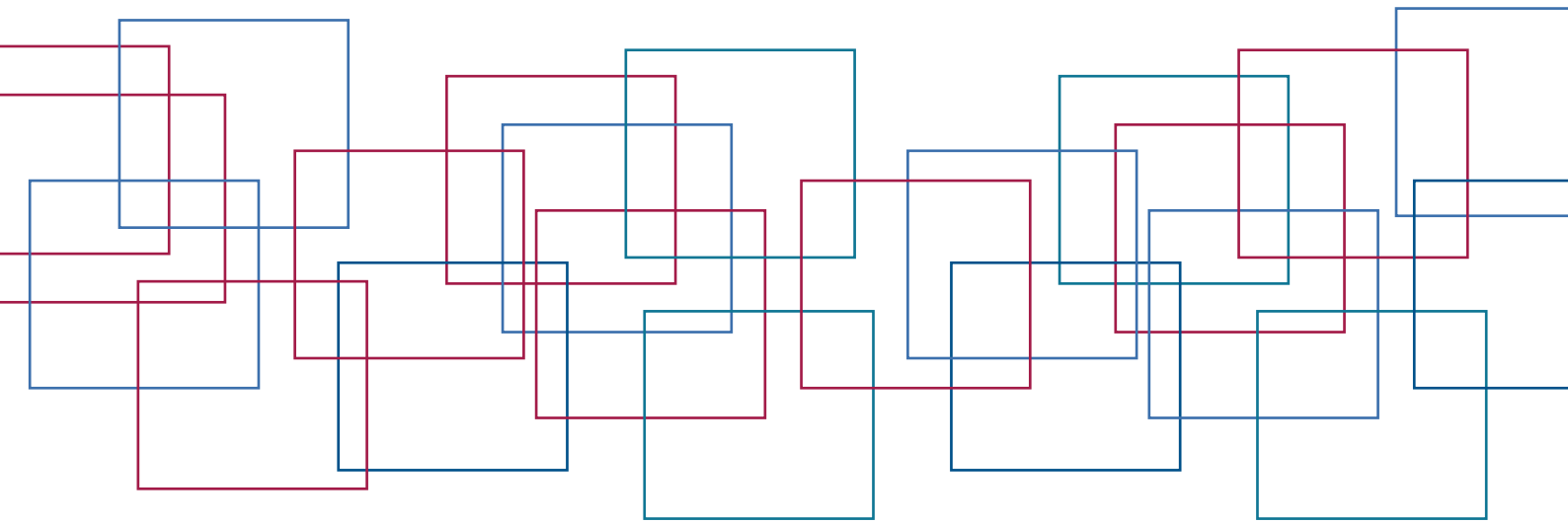
Courseware

COBIT 2019 Foundation Pro

English (en-US)

COBIT 2019

Foundation Course



Course Book

Copyright and Disclaimer

COBIT 2019 Foundation Course | r1.0.0

Copyright

Copyright © 2019, ITpreneurs Nederland B.V. All rights reserved.

Copyright © 2019 Information Systems Audit and Control Association, Inc. All rights reserved.

This is a commercial confidential document. All rights reserved. This document may not, in a whole or in part, be copied, reproduced, translated, photocopied, or reduced to any medium without prior and express written consent from the publisher.

This course includes copyrightable work under license and is protected by copyright. No part of this publication may be reproduced, distributed, or transmitted in any form or by any means, including photocopying, recording, or other electronic or mechanical methods, without the prior written permission of the publisher, except in the case of brief quotations embodied in critical reviews and certain other noncommercial uses permitted by copyright law or further disseminated without the express and written permission of the legal holder of that particular copyright. The Publisher reserves the right to revoke that permission at any time. Permission is not given for any commercial use or sale of this material.

Trade Marks

COBIT® is a registered trademark of the Information Systems Audit and Control Association® (ISACA®).

Disclaimer

Information provided about the course, modules, topics and any services for courses including simulations or handouts, are an expression of intent only and are not to be taken as a firm offer or undertaking. The Publisher reserves the right to discontinue or vary or maintain such course, modules, topics, or services at any time without notice and to impose limitations on enrolment in any course.

The course materials provided may have hypertext links to a number of other websites as a reference to users. This service does not mean that the publisher endorses those sites or material on them in any way. The publisher is not responsible for the use of a hypertext link for which a commercial charge applies. Individual users are responsible for any charges that their use may incur.

The publisher is also not responsible for the discontinued service if any, for example, the Web links in the course might not work in future.

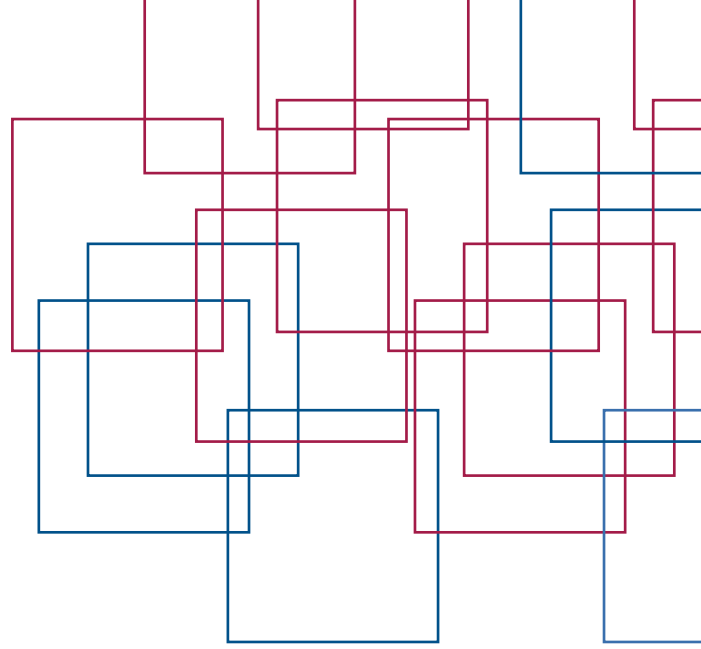
The information in this course is written using a blend of British and American English. Although every effort has been made regarding the usage of correct spelling, punctuation, vocabulary, and grammar with regard to the Standard English, the publisher accepts no responsibility for any loss or inconvenience caused due to the regional differences in the usage of the English language.

Contents

MODULE 1: COURSE INTRODUCTION	1
Module 1 Topics	1
Course Description	1
Learning objectives	1
Intended Audience	2
Course Modules	2
Exam Requirements	3
 MODULE 3: FRAMEWORK INTRODUCTION	 5
Module 2 Topics and Learning Objectives	5
Enterprise Governance of Information and Technology	6
COBIT as an I&T Framework	9
COBIT Format and Product Architecture	14
Major Differences between COBIT 5 and COBIT 2019	16
COBIT and Other Standards	17
Training and Certification	18
Group Discussion Questions	18
Module Summary	19
Sample Question	19
 MODULE 3: PRINCIPLES	 21
Module 3 Topics and Learning Objectives	21
Governance “System” Principles	22
Governance “Framework” Principles	23
Module Summary	24
Sample Question	25
 MODULE 4: GOVERNANCE SYSTEMS AND COMPONENTS	 27
Module 4 Topics and Learning Objectives	27
Governance and Management Objectives	27
Components of a Governance System	30
Focus Areas	32
Design Factors	33
Goals Cascade	40
Group Exercise Scenario	42
Module Summary	43
Sample Question	44
 MODULE 5: GOVERNANCE AND MANAGEMENT OBJECTIVES	 45
Module 5 Topics and Learning Objectives	45
Overview of the COBIT Core Model	46
Governance and Management Objectives Purpose Statements	49
Governance and Management Objectives Related Guidance	53
Exercise	76
Module Summary	79
Sample Question	80

MODULE 6: PERFORMANCE MANAGEMENT	83
Module 6 Topics and Objectives	83
Performance Management Definition, Principles and overview	83
Managing performance of Processes	86
Managing Performance of Other Governance System Components	88
Module Summary	90
Sample Question	91
MODULE 7: DESIGNING A TAILORED GOVERNANCE SYSTEM	93
Module 7 Topics and Objectives	93
Introduction to designing a tailored governance system	93
Impact of design factors	94
Designing a tailored system	97
Module Summary	98
Sample Question	98
MODULE 8: GETTING STARTED WITH COBIT: MAKING THE CASE	101
Module 8 Topics and Objectives	101
Making a case for getting started	101
Overview of the COBIT business case	102
Example scenario	102
Module Summary	104
Sample Question	104
MODULE 9: IMPLEMENTING ENTERPRISE GOVERNANCE OVER IT	105
Module 9 Topics and Objectives	105
Implementation guide purpose and scope	106
Implementation steps	108
Design Guide and Implementation Guide Relationships	110
Module Summary	110
Sample Question	111
MODULE 10: CLOSING	113
Course Summary	113
APPENDIX A: ANSWERS	115
APPENDIX B: SYLLABUS	117
APPENDIX C: RELEASE NOTES	127
APPENDIX D: PARTICIPANT FEEDBACK FORM	129

1



COURSE INTRODUCTION

Module 1 Topics

- Course Description
- Learning Objectives
- Intended Audience
- Course Modules
- Exam Requirements

COURSE DESCRIPTION

COBIT® is a framework for the enterprise governance and management of information and technology (I&T) that supports enterprise goal achievement.

This Foundation Course is intended for current COBIT 5 Foundation Certificate holders as well as those new to COBIT who are interested in achieving the latest foundation certificate.

This two-day course highlights the concepts, models and key definitions of the COBIT framework and helps prepare learners to take the COBIT 2019 Foundation Exam.

LEARNING OBJECTIVES

- Recognize the target audience of COBIT 2019.
- Recognize the context, benefits and key reasons COBIT is used as an information and technology governance framework.
- Recognize the descriptions and purposes of the COBIT product architecture.
- Recall the alignment of COBIT with other applicable frameworks, standards and bodies of knowledge.

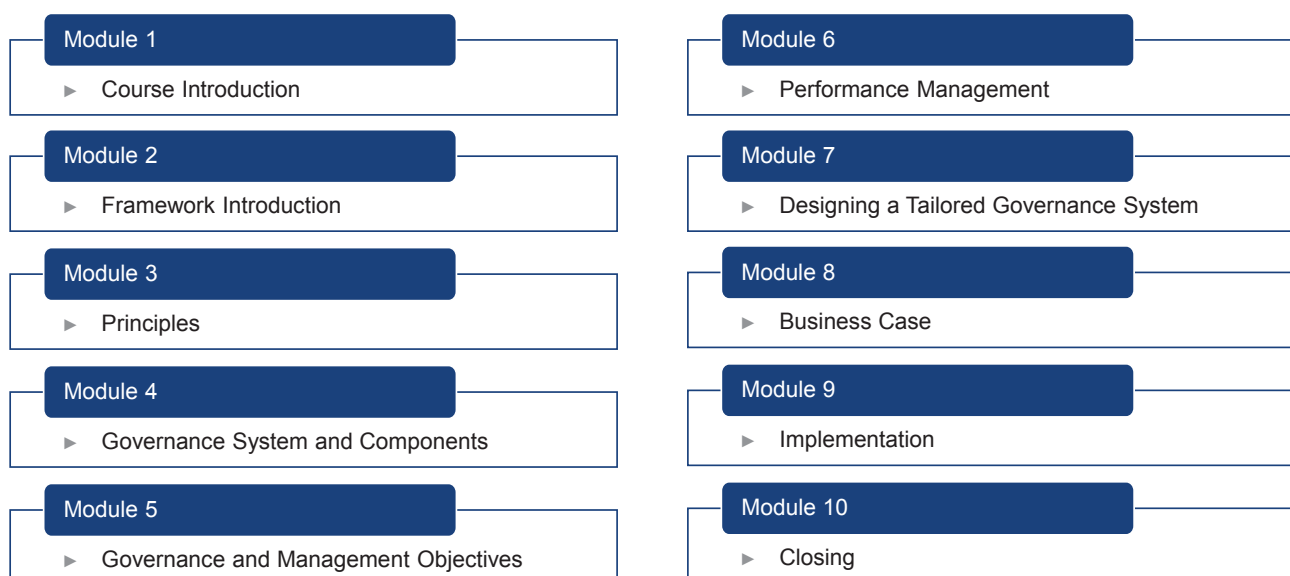
- Understand and describe the governance “system” and governance “framework” principles.
- Describe the components of a governance system.
- Understand the overall structure and contents of the Goals Cascade.
- Recall the 40 Governance and Management Objectives and their purpose statements.
- Understand the relationship between Governance and Management Objectives and Governance Components.
- Differentiate COBIT based performance management using maturity and capability perspectives.
- Discover how to design a tailored governance system using COBIT.
- Explain the key points of the COBIT business case.
- Understand and recall the phases of the COBIT implementation approach.
- Describe the relationships between the COBIT Design and Implementation Guides.
- Prepare for the COBIT 2019 Foundation exam.

INTENDED AUDIENCE

Current COBIT 5 Foundation Certificate holders who are interested in achieving the COBIT 2019 Foundation Certificate.

Individuals with no previous COBIT training or certifications interested in learning the COBIT 2019 framework essentials.

COURSE MODULES



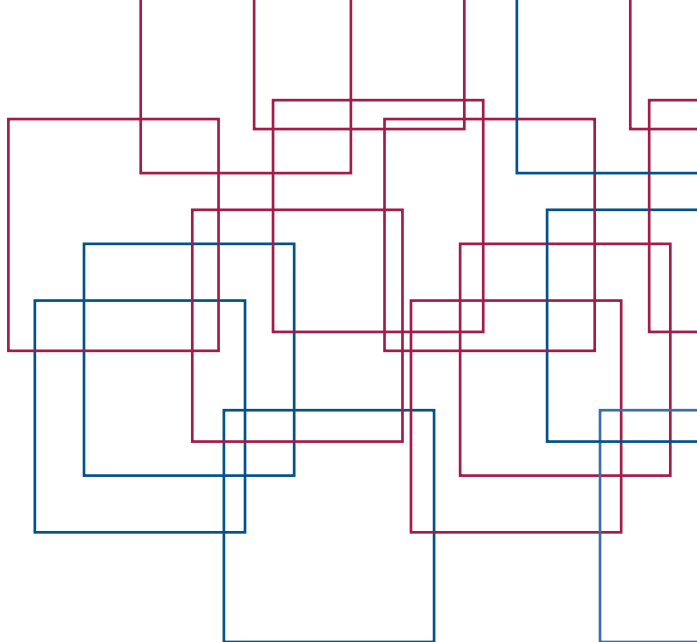
EXAM REQUIREMENTS

This COBIT Foundation exam is designed to test the candidate's knowledge of the framework as opposed to memorization.

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

A series of horizontal dotted lines spanning the width of the page, intended for handwritten notes.

2



FRAMEWORK INTRODUCTION

Module 2 Topics and Learning Objectives

Topics

- Enterprise Governance of I&T
- COBIT as an I&T Framework
- Intended Audience for the COBIT 2019 Framework
- COBIT Format and Product Architecture
- COBIT and Other Standards
- Training and Certification
- Group Discussion and Questions
- Module Summary and Sample Questions

Learning Objectives

- Recognize the target audience of COBIT 2019.
- Recognize the context, benefits and key reasons COBIT is used as an information and technology governance framework.
- Recognize the descriptions and purposes of the COBIT product architecture.
- Recall the alignment of COBIT with other applicable frameworks, standards and bodies of knowledge.
- Prepare for the COBIT 2019 Foundation exam.

ENTERPRISE GOVERNANCE OF INFORMATION AND TECHNOLOGY

In the light of digital transformation, information and technology (I&T) have become crucial in the support, sustainability and growth of enterprises.

- Previously, governing boards and senior management could delegate, ignore or avoid I&T-related decisions.
- In most sectors and industries, such attitudes are now ill-advised.
- Digitized enterprises are increasingly dependent on I&T for survival and growth.
- Stakeholder value creation is often driven by a high degree of digitization in new business models, efficient processes, successful innovation, etc.

Reference: COBIT 2019 Framework: Introduction and Methodology Chapter 1 Introduction

Refer to the Introduction and Methodology publication, Page 11

- I&T, or Information and Technology have become crucial in the support, sustainability and growth of enterprises.
- This is particularly important in today's landscape of digital transformation.
- Previously, governing boards and senior management could delegate, ignore or avoid I&T-related decisions.
- In most sectors and industries, such attitudes are now ill-advised.
- Digitized enterprises are increasingly dependent on I&T for survival and growth.
- Stakeholder value creation is often driven by a high degree of digitization in new business models, efficient processes, successful innovation, etc.
- Therefore, governing models are more important today than ever.

IT versus I&T

"COBIT 2019 uses "IT" to refer to the organizational department with the main responsibility for technology.

COBIT 2019 focuses on the governance of information AND technology (I&T).

The framework:

- recognizes that information and technology may reside outside of the traditional IT department.
- encompasses all information and technology the enterprise generates, processes and uses to achieve its goals as well as the technology to support that throughout the enterprise.

Reference: COBIT 2019 Framework: Introduction and Methodology Chapter 1 Introduction

Enterprise Governance of Information and Technology

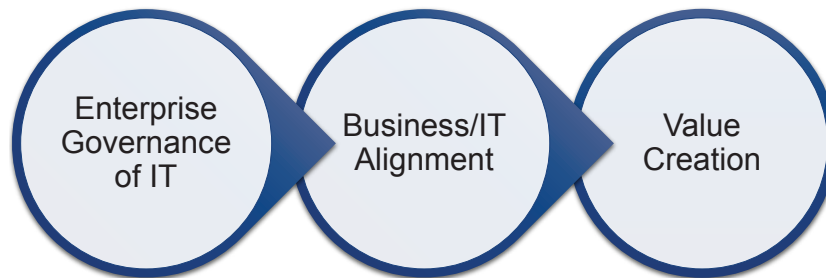
Given the centrality of I&T for enterprise risk management and value generation, a specific focus on enterprise governance of information and technology (EGIT) has arisen over the last two decades.

- EGIT is an integral part of corporate governance.
- Exercised by the board that oversees the definition and implementation of processes, structures and relational mechanisms.

- Enables both business and IT people to execute their responsibilities in support of business/IT alignment.
- Enables creation of business value from I&T-enabled business investments.

Reference: COBIT 2019 Framework: Introduction and Methodology Chapter 1 Introduction

The context of Enterprise Governance of Information and Technology includes:



Good governance leads to alignment, which leads to value creation.

Reference: COBIT 2019 Framework: Introduction and Methodology Chapter 1 Introduction

Refer to the Introduction and Methodology publication, Page 11

- Research has shown that enterprises with poorly designed or adopted approaches to EGIT perform worse in aligning business and IT strategies and processes.
- As a result, such enterprises are much less likely to achieve their intended business strategies and realize the business value they expect from digital transformation.
- These results demonstrate that governance has to be understood and implemented much beyond the often encountered (for example: the narrow limits inherent in traditional concepts of governance, risk and compliance (GRC)).
- The GRC acronym itself implicitly suggests that compliance and related risk represent the spectrum of governance.
- Therefore, the context of Enterprise Governance of Information and Technology includes:
 - Enterprise Governance of IT – governing Information and Technology should not be left to I&T, but should be governed from the enterprise level.
 - Business/IT Alignment – ensuring that goals, strategies and priorities are balanced between stakeholder and enterprise needs and IT.
 - Value Creation – ensuring benefits delivery, risk optimization and resource optimization.

Benefits of Information and Technology Governance

Fundamentally, EGIT is concerned with value delivery from digital transformation and the mitigation of business risk that results from digital transformation. More specifically, three main outcomes can be expected after successful adoption of EGIT:

- Benefits realization
- Risk optimization
- Resource optimization

Reference: COBIT 2019 Framework: Introduction and Methodology Chapter 1 Introduction

Refer to the Introduction and Methodology publication, Pages 11-12

Fundamentally, EGIT is concerned with value delivery from digital transformation and the mitigation of business risk that results from digital transformation. More specifically, three main outcomes can be expected after successful adoption of EGIT:

- **Benefits realization** consists of creating value for the enterprise through I& T, maintaining and increasing value derived from existing IT investments, and eliminating IT initiatives and assets that are not creating sufficient value. The basic principle of IT value is delivery of fit-for-purpose services and solutions, on time and within budget, that generate the intended financial and nonfinancial benefits. The value that IT delivers should be aligned directly with the values on which the business is focused. IT value should also be measured in a way that shows the impact and contributions of IT-enabled investments in the value creation process of the enterprise.
- **Risk optimization** entails addressing the business risk associated with the use, ownership, operation, involvement, influence and adoption of I&T within an enterprise. I&T-related business risk consists of I&T-related events that could potentially impact the business. While value delivery focuses on the creation of value, risk management focuses on the preservation of value. The management of I&T-related risk should be integrated within the enterprise risk management approach to ensure a focus on IT by the enterprise. It should also be measured in a way that shows the impact and contributions of optimizing I&T-related business risk on preserving value.
- **Resource optimization** ensures that the appropriate capabilities are in place to execute the strategic plan and sufficient, appropriate and effective resources are provided. Resource optimization ensures that an integrated, economical IT infrastructure is provided, new technology is introduced as required by the business, and obsolete systems are updated or replaced. Because this outcome recognizes the importance of people, in addition to hardware and software, it focuses on providing training, promoting retention and ensuring competence of key IT personnel.

EGIT Example

In a large case study of an international airline company, EGIT's benefits were demonstrated to include:

- Lower IT-related continuity costs
- Increased IT-enabled innovation capacity
- Increased alignment between digital investments and business goals and strategy
- Increased trust between business and IT
- A shift toward a "value mindset" around digital assets

Reference: COBIT 2019 Framework: Introduction and Methodology Chapter 1 Introduction

Refer to the Introduction and Methodology publication, Page 12

Strategic alignment and performance measurement are of paramount importance and apply overall to all activities to ensure that I&T-related objectives are aligned with the enterprise goals.

In a large case study of an international airline company, EGIT's benefits were demonstrated to include: lower IT-related continuity costs, increased IT-enabled innovation capacity, increased alignment between digital investments and business goals and strategy, increased trust between business and IT, and a shift toward a "value mindset" around digital assets.

Research has shown that enterprises with poorly designed or adopted approaches to EGIT perform worse in aligning business and I&T strategies and processes. As a result, such enterprises are much less likely to achieve their intended business strategies and realize the business value they expect from digital transformation.

From this, it is clear that governance has to be understood and implemented much beyond the often encountered (i.e., narrow) interpretation suggested by the governance, risk and compliance (GRC) acronym. The GRC acronym itself implicitly suggests that compliance and related risk represent the spectrum of governance.

COBIT AS AN I&T FRAMEWORK

Over the years, best-practice frameworks have been developed and promoted to assist in understanding, designing and implementing EGIT.

COBIT 2019 builds on and integrates more than 25 years of development in this field.

From its foundation in the IT audit community, COBIT has developed into a broader and more comprehensive I&T governance and management framework.

COBIT continues to establish itself as a generally accepted framework for I&T governance.

Reference: COBIT 2019 Framework: Introduction and Methodology Chapter 1 Introduction

Intended Audience



Reference: COBIT 2019 Framework: Introduction and Methodology Chapter 1 Introduction

Refer to the Introduction and Methodology publication, Page 15

The target audience for COBIT is the stakeholders for EGIT and, by extension, stakeholders for corporate governance. There are internal and external stakeholders and each have different perspectives, and therefore, gain different benefits from COBIT.

A certain level of experience and a thorough understanding of the enterprise are required to benefit from the COBIT framework. Such experience and understanding allow users to customize core COBIT