# Activity sheet 3.24: Producing a disaster recovery plan

*Learning outcome B: Cyber security*

*B3: Policy*

Sharon Jenkins is a virtual fitness coach. She uses digital technology to work with athletes around the world who wish to improve their performance. For example, Sharon uses online chat and video conferencing to discuss training needs with clients, then analyses the data they share with her from their personal fitness apps before emailing them details of a training programme. Sharon’s business is based in the basement of her house.

Sharon currently does not have a disaster recovery plan. She has asked you to help her   
prepare one.

1. Identify three risks to Sharon’s system. For each risk, describe how it could affect the computer system and data.







1. For any **one** of these risks, state what actions need to be taken in response.   
   As owner−manager, Sharon will need to coordinate these actions but may need to rely   
   on others to carry them out.

Actions and people/organisations involved:

Sharon’s system stores data about:

* clients’ personal details, fitness performance, training plans, payment history
* Sharon’s business accounts (i.e. money spent and money received)
* operating system preferences (e.g. Sharon’s desktop background picture).

1. Describe how this data should be backed up. This should cover:

* what will be backed up
* how often it will be backed up
* what media will be used to store the back-up data
* where the back-up data will be stored.

1. How quickly does the system need to be up and running again after a disaster?

1. If equipment and the basement are damaged during a disaster, what access to back-up systems and locations should Sharon have to enable her business to resume its operations?

**Take it further**

‘Disaster recovery plans are a waste of time because they can’t cover everything that needs to happen to recover from every possible disaster.’

To what extent do you agree with this statement?