



BOOK REVIEWS

CRISIS MANAGEMENT

by Brian Insolo

GSA's Schedule 76, Publication Media, has books to help you develop and execute contingency plans, as well as protect your information, if there is a disaster. Disasters discussed in the books below include floods, IT issues, and labor strikes. Listed are just a few of the items available on Schedule 76.



Contingency Planning and Disaster Recovery: A Small Business Guide
Donna R. Childs, Stefan Dietrich
October 2002

Author Donna Child's Wall Street office sustained minimal financial losses on September 11, 2001 because of disaster planning completed, with assistance from IT consultant Stefan Dietrich, before the event. Childs' and Dietrich's *Contingency Planning and Disaster Recovery* guide the reader through planning for disasters with topics that include creating offsite backups of data and executing contingency plans. *Contingency Planning and Disaster Recovery* presents ideas that do not require a great amount of time or money to execute; however, they can be a great benefit to your office.



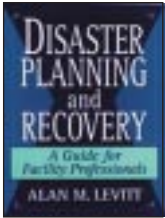
Guide to Business Continuity Planning
James C. Barnes
May 2001
Guide to Business Continuity Planning

helps readers create effective continuity plans using the methodology author James C. Barnes has used to craft over 300 such plans. This book is useful for those involved with continuity planning and as a reference source for managers.



Manager's Guide to Contingency Planning for Disasters: Protecting Vital Facilities and Critical Operations
Kenneth N. Myers
August 1999

The simple format of *Manager's Guide to Contingency Planning* is an excellent starting point in assisting readers put together cost-effective contingency plans and implementation strategies. Also included are case studies and sample contingency plans in the book's appendices.



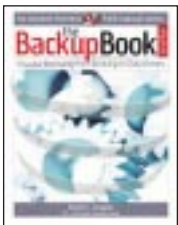
Disaster Planning and Recovery: A Guide for Facility Professionals
 Alan M. Levitt
 April 1997

Alan M. Levitt's *Disaster Planning and Recovery* draws upon the author's years of experience as a business continuity expert. The author stresses human factors and working with key departments, such as HR and IT, in planning for and implementing contingency plans.

Contingency Planning and Disaster Recovery: Protecting Your Organization's Resources

Janet G. Butler, Poul Badura
 July 1998

Butler and Badura's *Contingency Planning and Disaster Recovery* explores computer risks including the Internet and mainframe systems in the first five chapters. Later chapters discuss recovery goals, implementation of recovery plans, legal liabilities, and disaster insurance.



The Backup Book: Disaster Recovery from Desktop to Data Center
 Dorian Cougias, E. L. Heiberger (Editor),
 Karsten Koop (Editor)

July 2003

The Backup Book is a well written, easy-to-read guide on the various methods for backing up data, maintaining data integrity, and the effects of data loss for both small and large organizations. Any organization would be wise to have this book on hand.



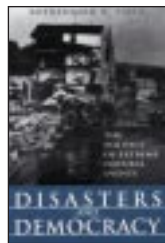
Emergency Planning for Maximum Protection
 Richard Gigliotti, Ronald C. Jason
 December 1990

Emergency Planning helps prepare the reader for a variety of situations ranging from fires to bomb threats and nuclear disasters. Information in the appendices offers tips for dealing with a variety of emergency situations, including labor strikes.

Contingency Planning and Disaster Recovery in Florida State Government

Karen Stolting
 February 1997

Karen Stolting's *Contingency Planning and Disaster Recovery* outlines the State of Florida's plan for maintaining services and protecting information in the event of a disaster. This book is useful for those in government with contingency planning responsibilities.



Disasters and Democracy: The Politics of Extreme Natural Events
 Rutherford H. Platt,
 Miriam Gradie Anderson,
 Alexandra D. Dawson,

Jessica Spelke Jansujwicz, Ute J. Dymon, K. Beth O'Donnell, Claire B. Rubin, David Scherf
 June 1999

Areas stricken by major disasters are eligible for federal funds and the number of such places has increased dramatically in recent years. *Disasters and Democracy* discusses whether the federal government's policy of assisting in clean-up helps or hinders the reconstruction process after natural disasters.



Disaster Recovery Planning
 Roopendra Jeet Sandhu
 October 2002

Disaster Recovery

Planning helps prepare your organization in the event of a cyber-disaster. Sandhu's book covers disaster planning by looking at what others have done to survive a cyber-disaster, what they are currently doing, and how you can secure your organization's data and knowledge.



A Primer for Disaster Recovery Planning in an IT Environment
 Charlotte J. Hiatt
 January 2000

Dr. Charlotte J. Hiatt's *A Primer for Disaster Recovery Planning* is intended to help organizations plan for IT events that could cause work stoppages and result in a tremendous loss of money. The book draws on Hiatt's interest in disaster planning for information systems stretching back to 1985.

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