



COR Concepts
Information Management
Consulting

Duration: 5 days
Course ID: DT001

Introduction

Digital transformation has helped organizations across different industries in achieving long-term growth and productivity. An effective digital transformation strategy helps avoid problems during transition and after implementation. A successful digital transformation requires appropriate technology and competent people. A digital transformation officer is crucial during the digital transformation of an organization. Certified digital transformation officer training courses are suitable for everyone working in or seeking to work in a digital transformation field. A CDTO is an individual competent in using, implementing, and managing digital transformation technologies such as blockchain, artificial intelligence, big data, cloud computing, and the Internet of Things (IoT).

CERTIFIED DIGITAL TRANSFORMATION OFFICER TRAINING

Facilitators:

COR Concepts facilitators are all specialists in the field of Document, Records and Information Management. They all have extensive experience in the field of Document & Records Management and draw on best practice as developed by organizations such as ISO, AIIM and ARMA to ensure that course content is up to date and as practical as possible.

Who Should Attend:

The main requirements for participating in this training course are having a fundamental understanding of information technology concepts and general knowledge of digital transformation. Certified digital transformation officer training courses are suitable for everyone working in or seeking to work in a digital transformation field.

This training course is intended for:

- Managers and leaders seeking to thrive in the digital economy
- Individuals responsible for transforming the organization's operations through digital technologies
- IT professionals or consultants seeking to enhance their knowledge on digital design and strategy to support the organization's digital transformation initiatives
- C-suite executives in digital, information, marketing, and IT roles seeking to understand how digital technologies can be used to transform business processes.

Outcomes:

A Digital Transformation certificate demonstrates that you are able to:

- Establish and manage the digital transformation strategy of the organization
- Acquire knowledge on digital transformation technologies, including cloud computing, blockchain, artificial intelligence, big data, and Internet of Things (IoT)
- Implement new digital channels, products, and digital transformation technologies
- Integrate digital transformation technologies to the business processes of the organization
- Improve business operations and processes

Objectives:

The Certified Digital Transformation Officer training course enables participants to learn how to successfully integrate computer-based technologies into organizations' processes; thus, transforming how those organizations operate and provide products and services. Upon successfully completing the training course, participants will be able to:

- Explain the fundamental concepts of digital transformation and digital transformation technologies, including artificial intelligence, cloud computing, big data, machine learning, IoT, and blockchain
- Adopt the approaches and methodologies used for the implementation of digital transformation strategies in an organization
- Support an organization in effectively designing, implementing, monitoring, and improving a digital transformation strategy
- Monitor and measure the outcomes of the digital transformation strategy
- Explain and apply the approaches and techniques used to establish a digital culture and communicate the digital transformation strategy.

Outline:

Digital transformation offers agility, flexibility, and easy growth. The fast adoption to digital transformation demands the role of a digital transformation officer.

By becoming a certified digital transformation officer, you will introduce yourself to the digital transformation roadmap and acquire comprehensible knowledge on emerging technologies that help meet the changing business needs and expand the digital innovation landscape.

Digital transformation is utilizing new business cases. That is why a CDTO is a key role that organizations need to change their processes and enable better decision-making and customer experiences. A certified digital transformation officer is able to take advantage of key technologies such as artificial intelligence and cloud computing to provide insight into the habits and preferences of customers. This way, an organization can adapt its business and processes to make the most of these technologies.



COURSE OUTLINE



DAY 1 **Introduction to Digital Transformation:**

- Training course objectives and structure
- Introduction to digital transformation
- Digital ecosystems
- Digital business models
- Artificial intelligence, machine learning, IoT, and blockchain



DAY 2 **Digital transformation technologies, approaches, and methodologies and planning of the digital transformation strategy:**

- Cloud computing and big data
- Digital transformation approaches and methodologies
- Digital asset management
- Planning the digital transformation strategy
- Analyzing the current situation



DAY 3 **Management of digital transformation risks and implementation of the digital transformation strategy:**

- Digital transformation risk identification
- Digital transformation risk analysis, evaluation, and treatment
- Designing and implementing the digital transformation strategy

DAY 4 **Communication and monitoring of the digital transformation strategy:**

- Measuring and monitoring the digital transformation strategy
- Culture change and communication of the digital transformation strategy
- Digital transformation across industries
- Closing of the training course

DAY 5 **Certification Exam** **(3 Hours)**



REGISTER TODAY!

REGISTRATION INFORMATION



Company Name:				VAT No.:	
Postal Address:					
Telephone No.:				Fax No.:	
E-mail Address:				Purchase Order No.:	
No.	Title	Delegate Name	Designation	E-mail	Cell No.
1.					
☐ Yes, please update me with relevant information					
No.	Title	Delegate Name	Designation	E-mail	Cell No.
2.					
☐ Yes, please update me with relevant information					
No.	Title	Delegate Name	Designation	E-mail	Cell No.
3.					
☐ Yes, please update me with relevant information					
No.	Title	Delegate Name	Designation	E-mail	Cell No.
4.					
☐ Yes, please update me with relevant information					
No.	Title	Delegate Name	Designation	E-mail	Cell No.
5.					
☐ Yes, please update me with relevant information					

COR Concepts Cancellation and Postponement Policy

In the event that COR Concepts cancels an event, delegate payments will be refunded. In the event that COR Concepts postpones an event, delegate payments at the postponement date will be credited towards the rescheduled date. If the delegate is unable to attend the rescheduled event, the delegate will receive a 100% credit representing payments made towards a future event. This credit will be available for up to one (1) year from the date of issuance. No refunds will be available for postponements. COR Concepts is not responsible for any loss or damage as a result of a substitution, alteration or postponement of an event. COR Concepts shall assume no liability whatsoever in the event this training course is rescheduled or postponed due to fortuitous event, Act of God, unforeseen occurrence or any other event that renders performance of this training course impracticable or impossible. For purposes of this clause, a fortuitous event shall include, but not be limited to: war, fire, labour strike, extreme weather or other emergency.

TERMS AND CONDITIONS

Delegate Cancellations

All delegate cancellations must be received in writing and are subject to the following conditions:

- For any cancellations received 20 working days before the start of the training course, COR Concepts will issue 100% credit for the value paid to be used for up to one year from the date of issue for any further COR Concepts training course;
- For any cancellation received less than 20 working days before the date of the training course, the full fee will be payable and no refunds or credit notes will be given;
- If a registered delegate does not cancel and fails to attend the training course, this will be treated as a cancellation and no refund or credit note will be issued;
- Delegate substitutions are welcome. Please notify us 5 days before the event.

Payment Method : Direct Deposit

An invoice will be generated once the registration form is received.

Confirmation

Your registration will only be confirmed once payment is received and may be subject to cancellation.

Right of Admission

COR Concepts reserves the right to refuse admission to the training course where evidence of full payment cannot be shown.

Delegate Substitutions

Delegate substitutions are welcomed at any time and do not incur any additional charges. Please notify us in writing of any such changes.

Application for Registration & Acceptance of Terms & Conditions

I acknowledge that I have read and understood all of the Payment Methods, Policies and Terms and Conditions (including payment terms) and hereby apply for registration on behalf of myself (if a single delegate) or on behalf of the under mentioned organization which I am duly authorised to represent.

Name: _____

Organization : _____

Job Title: _____

E-mail: _____

Signature : _____ Date : _____



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