

Service Packages | Making the Most from IT Purchasing

"Two one-day training programmes delivered by SPS"

Business Challenge

Information technology is an increasingly vital asset to most organisations - frequently if the IT stops so does the business. Yet many organisations that depend upon IT don't realise the risks they are running when purchasing IT systems and services.

These two training programmes enable people working in both public and private sectors to make the most of the opportunities that present themselves when an IT purchase is necessary. Have you ever found yourself asking yourself questions such as -

- ◆ Are we getting real value from our IT purchasing spend?
- ◆ Do we understand how and why certain IT proposals are made to us?
- ◆ Why do so many IT projects fail or end up late and over budget?
- ◆ How can we stop our IT suppliers from selling us products and services that we do not need?
- ◆ Are we gaining the promised benefits and return on investment from our IT projects?
- ◆ What role has the purchasing function in preparing and writing a Business Case?

SPS runs two one-day programmes, Fundamentals of IT Purchasing and Practical IT Purchasing, to help answer these, and many other similar questions. Our presenters both have senior IT industry and IT Purchasing experience on both sides of the buyer/seller interface and have developed and delivered these programmes successfully to delegates in this country and Europe.

"I wanted to raise the skills and techniques of those staff in my organisation who commission and purchase IT hardware. These programmes exceeded my expectations. The learning was immediately visible in that we applied these new skills and techniques and have reaped the benefits of cash savings whilst ensuring the risks have been appropriately managed. I would recommend these programmes for all staff involved in purchasing IT hardware and those involved in developing IT infrastructures."

*Liam Robinson
Procurement Manager - Harlow District Council*

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Fundamentals of IT Purchasing

This programme delivers knowledge to delegates about IT Purchasing.

Who should attend?

This workshop is aimed at business people who:

- ◆ Need to acquire skills in buying IT
- ◆ Are involved in buying IT but need to know more
- ◆ Are experienced IT practitioners but need a commercial perspective to improve their purchases

Programme Outline

- ◆ The IT market, its characteristics and its impact on purchasing organisations
- ◆ Adapting the purchasing process to IT purchases
- ◆ Purchasing hardware – key issues
- ◆ Purchasing software – key issues
- ◆ Software licences – examination of licence clauses
- ◆ Buying IT maintenance – issues and options
- ◆ Outsourcing IT – pitfalls, process and benefits

Benefits of attending

At the end of this one-day programme delegates will have the knowledge to ask many appropriate questions of suppliers and others in their organisation about their IT Purchasing. They will also be able to understand and better assess suppliers' proposals. They will have the information to influence others about IT Purchases.

Practical IT Purchasing

This programme allows participants to use their knowledge of IT Purchasing in a testing setting, where if they do not act a project will flounder.

Who should attend?

Business people from all disciplines concerned with Purchasing IT:

- ◆ As part of their normal job
- ◆ As part of a project
- ◆ From the standpoint of a technical specialist

Programme Outline

The programme is entirely case study based around a major IT project! A situation is presented to the participants for them to handle in sequence:

- ◆ The situation as is
- ◆ Option analysis
- ◆ The business case - a practical case study in five stages
- ◆ The purchasing strategy
- ◆ The purchasing plan
- ◆ Supplier appraisal
- ◆ Negotiation variables

Benefits of attending

At the end of this one-day programme delegates will have experienced and handled the complexities, issues and decisions concerned with a typical IT project in a risk free environment. The experience and the templates used in the programme can then be applied in real business situations

Booking a Place!

You can enrol on this programme in two ways.

- ◆ Either register for one of our public events - just go to www.sps-consultancy.co.uk for available dates and e-mail us at info@sps-consultancy.co.uk.
- ◆ Or arrange for a private event for your own organisation or group of organisations at a time and place to suit you (minimum of eight, maximum of twelve delegates).

Call **Alison McCreath** on for more information, or e-mail her at info@sps-consultancy.co.uk.

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