

BUSINESS & INFORMATION TECHNOLOGY

OBJECTIVES OF THE PROGRAMME

Business and Information Technology aims to provide participants with a practical approach to the management and assessment of the information and communication infrastructure. This aids in achieving business goals based on generally accepted best practices and international standards. This short learning programme will help participants in understanding the role of technology in business, assessing their own business environment and identifying the need for technology in the business environment and organisation.

LEARNING OUTCOMES

By the end of the programme, participants should be able to:

- Understand the role of technology in business
- Understand the impact of Information Technology (IT) in business processes
- Evaluate the purpose, impact and efficiency of IT for business growth
- Identifying, assessing, and managing IT and communications risks
- Review the risk management procedures relating to the use of technology including:
 - Legal Requirements
 - Policies and Procedures
- Understanding the impact of the Information and Communications Technology (ICT) law and the Protection of Personal Information (POPI) bill on the use of IT
- Evaluate and calculate the Total Cost of Ownership (TCO) in owning and using technology and outsourcing to vendors
- Understand the impact and cost of Cloud Computing and evaluating future trends in IT

PROGRAMME OUTLINE

- The role of technology in business decisions
- IT in business processes
- Changes in technology and the impact thereof on a business
- The impact of technology on business growth with regards to:
 - Purpose
 - Impact
 - Efficiency
 - Investment
- The management of IT risks on the basis of the:
 - Identification, assessment and mitigation of risks



Who Should Attend?

This short learning programme is aimed at individuals interested in improving their understanding of the impact of ICT on business processes and strategy in order to evaluate and improve the effectiveness of Business Information Technology within their organisation.

Mode of delivery:

Face to face OR Online

Duration: Face to Face



1 Day

Duration: Online



4 Weeks

Accreditation:

- Short learning programmes are accredited with the UFS and recognition to predefined formal programmes is available through Recognition of Prior Learning (RPL).
- All short learning programmes can be customised and offered on an in-house basis.
- NQF level: 5
- Credits: 4

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- Development of response plans
- Revision of risk management procedures
- Legal requirements
- Policies and Procedures
- Reduction of IT risks
- Protection of Personal Information (ICT Law and POPI Bill)
- Next Generation IT trends
- Defining Cloud Computing
- Technology and TCO
- The use of Microsoft applications in business



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