

Course Name:	Optimizing IT Efficiency – How to Cut IT Costs without upsetting the Service Capability
Duration:	1 Day
Medium of Instruction:	Cantonese with English terminology
Award of Certificate:	Certificate of Attendance

Nature and Objectives:

The pressure to cut costs in optimizing IT efficiency without upsetting the service capability is a real challenge to both the business leaders and IT management executives. They need to balance between managing short-term issues of cost and complexity, while at the same time investing in the future. Today, many IT organizations in different business sectors face a dilemma — to maintain a minimal level of IT expenditure on one hand and keep and improve the delivery and support of all aspects of IT services on the other. This course aims at providing the participants with the necessary knowledge and practical methods to review the IT workforce and organization, business and IT processes and find ways to provide the necessary business applications and IT infrastructure to meet the cost-cutting challenges. In the course, participants will learn how to analyze the cost elements contributing to the IT expenditure and understand the possible ways to reduce the costs in different aspects for providing the appropriate IT solution and services in an optimized way.

Who Should Attend:

The course is suitable for business executives, auditors, CIO, managers and directors of IT departments in deciding and reviewing the investments in IT for running the business.

Course Outline:

Overview of Cost Reduction Exercise

- The Budget and the Financial Goal
- Cost Reduction Process
- Cost Cutting Multi-Model
 - Organization
 - Processes
 - Business Applications
 - IT Infrastructure
 - Overheads and Miscellaneous Costs
- Cost Reduction Pitfalls

Organization and People

- Workforce Option
- Organization Design
- Impact Analysis
 - Communication
 - Employee Motivation
- Change Tactics

Business and IT Processes

- Looking for Better Way of Value Generation
- Process Overview
- Stakeholder Engagement and Management
- Planning, Delivery and Support
- Agile Practice
 - Prioritize the Value
 - Balance Costs and Expected Outcomes

- Reduce Failure Risk

Business Applications

- Application Portfolio
- Acquisition Options
- System Design
- Software Implementation
- Ongoing Support

Concept of Green IT An Examination of IT Infrastructure

- Data Centre
- Data Network
- Voice Network
- Server
- Storage
- PC
- Cloud Computing

Overheads and Miscellaneous Costs

- Insurance
- Machine and Equipment
- Training
- Travel
- Legal expenses
- Entertainment
- Other Expenses