

## **SEMINAR OUTLINE:**

### **IT CONTRACT MANAGEMENT AND VENDOR MANAGEMENT (CVM)**

**OBJECTIVES:** To provide an introduction to Contract Management and Vendor Management disciplines as applicable to IT products and services, as may be required to:

- ◆ Develop a high-level charter and plan
- ◆ Identify and assess core practices and gaps
- ◆ Develop and implement new and improved practices
- ◆ Identify benefits, support business case
- ◆ Support RFX for products and services
- ◆ Validate and demonstrate: value and effectiveness

- AGENDA:**
- ◆ Introduction
    - ITAM Context
    - What and Why?
    - Core Accountabilities
    - Common Drivers
    - Scope and Priorities
    - Metrics and KPIs
  - ◆ Core Functional Components
    - Policies
    - Lifecycle
    - Functions/Processes/Activities
    - Contract, Vendor and Related Data
    - Supporting Technology
    - Organization
  - ◆ Best Practices
  - ◆ Contract Negotiations
  - ◆ *Optional Exercise: Contract Assessment*
  - ◆ Appendix:
    - Governance and Functional Accountabilities
    - Representative Best Practices
    - Industry Regulations
    - Selected Resources

## **ABOUT THE INSTRUCTOR:**

Sherry Irwin, founder and President of *Technology Asset Management Inc.*, has over 25 years of experience in IT asset management (ITAM) and is recognized as a pioneer and expert in this maturing discipline, as well as contract and vendor management. In addition to her consulting practice, Sherry also developed and conducts a series of workshops and seminars including ITAM strategy and program development, software asset and license management, and contract and vendor management.

Prior to forming TAM in 1995, Sherry was a management consultant with Gartner Group Canada.

Through TAM Inc., she was also a Giga Expert, providing software asset/license management advice to Giga's clients.

Sherry is also the founder and chair of the *Canadian IT Asset Management Users' Group*.

**Seminar content subject to change. For more details or to register, contact**



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