

# Certified IT Asset Manager (CITAM)

## Course Overview

This is a 4-day class

In this course, students will learn about the entire ITAM Program and take with them the foundation plan for starting or improving their organization's ITAM Program. This course addresses each of the Key Process Areas ("KPAs") identified within the IBPL.

## Who Should Attend

Experienced IT Asset Managers

## Course Objectives

The primary purpose of this course is to educate ITAM professionals to manage IT assets while aligning with the organizational business drivers that promote ROI, reduces risk and increases productivity. By attending this course the attendee will be able to understand and utilize the dependencies, relationships and benefits of the KPAs found within an effective IT Asset Management Program; specify and define the duties and responsibilities necessary to be an effective IT Asset Manager; as well as be able to obtain and display an understanding of the resources and commitment necessary to implement a fully functional IT Asset Management Program.

## Course Outline

### 1 Course Outline

- What is a Certified IT Asset Manager
- ITAM Key Process Areas
- Basic SWOT Analysis
- Roles and Responsibilities
- ITAM Project Management
- Finance Management
- Acquisition Management
- Asset Identification Management
- Vendor Management
- Compliance & Legislation Management
- Disposal Management
- Documentation Management
- Project Management
- Communication & Education Management
- Program Management
- Policy Management