



## SEMINAR: IT CONTRACT AND VENDOR MANAGEMENT

### WHO SHOULD ATTEND?

This one-day seminar will be of value to organizations committed to proactive management of their IT contracts, as well as the suppliers with which such contracts are negotiated and held. Whether independent to or part of an overall IT asset management program, effective contract and vendor management can save 25% or more for a given contract portfolio – often hundred of thousands of dollars in savings! This seminar will be of interest to:

- **IT Managers** responsible for IT asset planning, acquisition and management, and who are concerned about the costs, benefits and risks related to IT investments.
- **IT and Purchasing staff** responsible for assessing, negotiating and administering IT contracts.
- **Lawyers** responsible for assessing, negotiating and administering IT contracts.
- **IT staff** responsible for vendor communications, as relates to potential (new) acquisitions or use and support of existing IT products and services.
- **IT clients** unfamiliar with the complexities of IT agreements.
- **Corporate auditors** responsible for assessing organization risk as relates to IT agreements – contract terms, administration and compliance.

### WHY YOU SHOULD ATTEND

The seminar will assist attendees in defining and implementing the essential components of an effective contract and vendor management program, and achieving the corresponding benefits, including: cost reduction and avoidance; improved return on investment; and risk management - particularly as relates to compliance with software license agreements.

The seminar material includes several 'toolkit' items to assist attendees in their implementation planning and execution. Attendees will also benefit from interaction with peers from other organizations and discussion on common issues and strategies.

### TESTIMONIALS FROM PAST ATTENDEES

- Now I understand the relevance of contract and vendor management to IT asset management!
- The worksheets will be invaluable in assessing our current situation and defining future state.
- Very knowledgeable and experienced instructor!
- Great interaction – lots of good discussion.

### SEMINAR OUTLINE

Topics to be covered in the seminar include:

- Why contract and vendor management – benefits.
- Contract and vendor management in support of IT asset management.
- Contract lifecycle management defined – key program components and practices.
- Vendor management – best practices, negotiating principles and strategies.
- Contract/vendor/asset repository: Data, functional and integration requirements.

### TECHNOLOGY ASSET MANAGEMENT INC.

*Technology Asset Management Inc.* (TAM) specializes in the maturing discipline of information technology (IT) asset management – policies, processes and technologies that *minimize costs, maximize benefits* and *reduce risks* associated with IT investments. Contract management is a key component of an effective IT asset management program. We have a mature consulting practice in IT asset and contract management, through which we assist our clients in implementing practices that are relevant to their organization and specific requirements.

### ABOUT THE INSTRUCTOR

Sherry Irwin, President and founder of *Technology Asset Management Inc.*, has over 20 years of experience in IT asset management and is recognized as a pioneer and expert in this maturing discipline. Prior to forming TAM in 1995, Sherry was a management consultant with Gartner Group Canada, where she had significant input into Gartner Group's *Software Asset Management (SAM)* research service. In 1998, she became a Giga Expert, providing IT asset management advice to clients of Giga Information Group's research and advisory service. Sherry is also the founder and chair of the *Canadian IT Asset Management Users' Group*, as well as the sponsor of an ITAM conference held annually in Toronto.

### SEMINAR DETAILS

**Locations:** Toronto/Ottawa/Montreal/Calgary  
**Dates:** See [www.tam-inc.com](http://www.tam-inc.com) for scheduled dates

**For more details or to register, contact  
Technology Asset Management Inc.  
at 905-602-9292 or [events@tam-inc.com](mailto:events@tam-inc.com)**