

Leading Change in Information Management



Effectively drive the transition to digital recordkeeping

OVERVIEW

Information management projects require a methodical and skilled approach to change management to achieve the changed behaviours required to reach high levels of user adoption of software systems and mature recordkeeping practices. Learn to create a change program that fits your current environment.

The Impact of Change

- Understanding the impact on Individuals
- Understanding how groups transition

The Environment for Change

- Getting line manager engagement
- Increasing individual intention to change
- Creating a project framework
- Developing a strategy

Assessing Change Readiness

- Identifying the motivators and blockers to change
- Assessing individual and leader readiness

Stakeholder Management

- Identifying and mapping stakeholders
- Developing a stakeholder management plan

Risk Management

- Determining the Context of Managing Risk
- Identifying, Assessing and Evaluating Risks
- Creating a Risk Treatment Plan

Communication Strategy and Plan

- Understanding the Functions of Communication
- Selecting Appropriate Channels
- Creating a Strategy and Plan to achieve the desired outcomes

Designing a Training Model

- Determining Training Needs
- Evaluating Options
- Overcoming Factors inhibiting Transfer of Learning

Monitoring the Impact of Change

- What to Monitor
- How to Monitor
- Evaluating the Results

DURATION

2 day

→ [Click Here for Scheduled Dates](#)

DELIVERY MODES

- ✓ Scheduled workshop
- ✓ Onsite workshop

PRE-REQUISITES

None

AUDIENCE

Supervisor Manager Director

CORE COMPETENCIES

- ✓ Leadership
- ✓ Communication
- ✓ Change Management

OUR EXPERTISE

Linked Training are experts in bringing real improvement to individuals, Government and Non-Government clients. Our skill is developing training content that supports both individual development and business objectives. We utilise the power of layered learning and experiential practice to fully engage and provide motivation to continuously improve.

COURSE COPYRIGHT

This course brings to you the expertise of experts in information management change; Change Factory to providing an outstanding and focused course that meets modern information management needs.

BOOK NOW

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Or call **02 8824 4677**
for more information



Linked Training
the experts



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