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COURSE BROCHURE

Robotic Process Automation Delivery and Bot Governance Training Course

7 – 11 December 2026
Singapore

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Registered in the United Kingdom and Saudi Arabia

Robotic Process Automation Delivery and Bot Governance Training Course

Ref: 3300_126519 **Date:** 7 – 11 December 2026 **Location:** Singapore **Fees:** 9300 GBP

Robotic Process Automation Delivery and Bot Governance is a 1-week training course for operations, finance and service leads who sponsor or run software robot initiatives, and it ends with a bot portfolio charter that ranks candidate processes and sets their controls. Rule-based back-office work is moving to software robots faster than most control functions can follow. Jupiter Prime Training runs this course for teams that want robots which stay reliable after go-live.

Why Robotic Process Automation Delivery Matters Now

Three forces shape robotic process automation delivery today. Finance, procurement and human resources teams face rising transaction volumes without matching headcount. Auditors and risk officers increasingly ask who owns each robot, which credentials it holds and how its actions are logged. An organisation that selects processes carefully and governs its bots gains steady capacity and clean audit trails; one that automates broken steps inherits silent errors, orphaned robots and a growing maintenance burden.

Who Gains Most from Robotic Process Automation Delivery

- Leads who own high-volume, rule-based processes
- Coordinators of an automation centre who maintain the candidate pipeline and its business cases
- Controllers and risk owners who set access, segregation and logging rules for digital workers
- Service and infrastructure leads who host, schedule and monitor unattended robots
- Analysts who map current processes

A process owner, an analyst and a control representative from the same function gain most when they attend together, because candidate scoring and control design depend on all three views.

Robotic Process Automation Delivery Capabilities

Participants leave able to judge where a software robot earns its keep and how to keep it trustworthy once it runs unattended.

- Assess candidate processes for rule stability, input structure and volume — the sponsor's go or no-go call
- Calculate expected hours released and exception rates for a robot — the business case owner
- Specify a process design document with exception paths and handover points — the developer and tester
- Design access, credential vault and audit log rules for digital workers — the internal auditor

- Build a run book for scheduling, monitoring and robot recovery — the infrastructure on-call lead
- Weigh attended against unattended robots for each process step — the operations manager

Key Robotic Process Automation Delivery Terms

- Software robot — a program that operates applications through their user interface, repeating the keystrokes and clicks a person would make.
- Attended automation — a robot started by a person on their own desktop to complete part of a task they are handling.
- Unattended automation — a robot that runs on a server to a schedule or trigger without anyone watching it.
- Process design document — the record of every step, rule, input and exception a robot must follow, signed off by the process owner.
- Business exception — a case the robot recognises as outside its rules and routes to a person instead of guessing.
- Credential vault — a secured store that issues login details to robots so no password sits inside the automation itself.

Robotic Process Automation Delivery Day by Day

Day 1: Where Software Robots Fit

- Robot Versus Integration Versus Redesign — Choosing The Right Remedy
- Rule-Based Task Characteristics — Separating Robot Work From Judgement Work
- Attended And Unattended Operating Modes — Matching Robot Style To Process
- Automation Centre Operating Models — Central, Federated Or Hybrid Ownership
- Workforce Impact Conversations — Redeploying Staff Released By Robots

Day 2: Finding and Scoring Candidates

- Process Discovery Interviews And Desk Observation — Capturing The Real Steps
- Task Mining And Event Log Review — Spotting High-Volume Repetitive Work
- Candidate Scoring Matrix — Ranking Processes By Stability And Volume
- Hours Released And Exception Rate Estimates — Building The Case
- Pipeline Backlog Grooming — Sequencing Quick Wins Against Larger Builds

Day 3: Designing Robust Robots

- Process Design Document Structure — Fixing Steps, Rules And Inputs
- Business And System Exception Paths — Routing Failures To People
- Selector Stability And Screen Change Risk — Reducing Robot Breakage
- Test Data And User Acceptance Scripts — Proving The Robot Before Release
- Release And Version Control For Bots — Managing Changes Safely

Day 4: Controlling Digital Workers

- Robot Identity And Least-Privilege Access — Limiting What Each Bot Touches
- Credential Vault Practice — Removing Passwords From Automation Scripts
- Segregation Of Duties For Robots — Preventing Self-Approval Chains
- Audit Logs And Evidence Retention — Answering Auditor Questions Quickly
- Run Book, Scheduling And Recovery — Keeping Unattended Bots Running

Day 5: Practising the Bot Portfolio Charter

- Scoring A Live Candidate Shortlist — Applying The Day Two Matrix
- Drafting Exception Paths For One Process — Applying Day Three Design
- Control Walkthrough With A Mock Auditor — Testing Day Four Rules
- Benefit Tracking Dashboard — Comparing Forecast And Actual Hours Released
- Bot Portfolio Charter — Ranked Processes, Owners And Control Commitments

Applying Robotic Process Automation Delivery After the Course

- Run a candidate scoring session with two process owners and rank their top five rule-based tasks.
- Review one live robot against the access, credential and audit log rules and close the gaps found.

Robotic Process Automation Delivery Questions FAQ

What is robotic process automation delivery and why does it matter now?

Robotic process automation delivery is the work of choosing, designing, releasing and controlling software robots for rule-based tasks. It matters now because transaction volumes keep rising while auditors expect every robot to have an owner, limited access and a clear log of its actions.

Which roles gain most from robotic process automation delivery training?

Process owners, automation centre coordinators, analysts and control owners gain most. You benefit if you write a robot's rules or answer for what it does.

How does robotic process automation delivery differ from an industrial process automation course?

Robotic process automation delivery deals with software robots working in office applications, not plant control loops. An industrial automation course covers sensors, controllers and safety systems.

What do you bring back from robotic process automation delivery training?

You bring back a ranked candidate list, a design approach for exception paths and a set of control rules for digital workers. Together they help your function grow a robot pipeline cleanly.

Robotic Process Automation Delivery: The Way Forward

The bot portfolio charter sets which processes move to software robots first and who answers for each one. Process owners use it to commit staff time, controllers use it to agree access and logging, and the automation lead uses it to plan releases. After the first quarter of live robots, revisit the exception rates and rescore any candidates whose rules have shifted.