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COURSE BROCHURE

Technology Investment Decisions for Department Heads Training Course

8 – 12 March 2027
Vienna

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Registered in the United Kingdom and Saudi Arabia

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Ref: 1597_58542 **Date:** 8 – 12 March 2027 **Location:** Vienna **Fees:** 5900 GBP

Technology Investment Decisions for Department Heads is a 1-week training course for business leaders and department heads who must choose, fund and adopt software, dashboards and automation for their units, and it produces a Departmental Technology Roadmap. Vendors pitch new tools weekly, and departments that buy without a clear case end up with overlapping licences and unused features. This course on Technology Investment Decisions is delivered by Jupiter Prime Training.

Why Technology Investment Decisions Matter Now

Three groups shape technology investment decisions today: vendors offering subscription tools directly to business units, finance teams demanding a payback case for every licence, and staff who expect workplace tools as simple as consumer apps. A department head who frames needs clearly, compares options fairly and plans adoption gets measurable gains in decisions, collaboration and operations. One who does not accumulates shadow systems, duplicated data and frustrated users. The course rests on total cost of ownership TCO analysis, weighted scoring for vendor selection, the Technology Acceptance Model TAM and business case practice.

Who Gains Most from Technology Investment Decisions

- Department heads who own budgets for software and digital services
- Business unit leaders deciding which processes to automate
- Operations heads who rely on dashboards for daily control
- Service managers coordinating tools across hybrid teams
- Senior managers who sponsor system replacements with the IT function

A management team that sends a business leader alongside a peer from IT or finance gains most, because the business case and roadmap can be agreed across functions.

Technology Investment Decisions Capabilities

Participants leave able to turn vague tool requests into well-argued investment choices that departments actually use.

- Specify business problems and requirements before any vendor conversation — department staff
- Calculate total cost of ownership and payback for competing options — finance partners
- Weigh vendors with a weighted scoring matrix and reference checks — procurement colleagues
- Design data dashboards that show the few measures the department steers by — senior management
- Assess which processes suit automation and which need redesign first — operations leads

- Build an adoption plan that brings tech-enabled teams through the change — end users

Key Technology Investment Decisions Terms

- Total cost of ownership TCO — all costs of a technology over its life, including licences, integration, training, support and exit.
- Weighted scoring matrix — a table rating options against criteria multiplied by agreed weights to compare vendors fairly.
- Technology roadmap — a time-sequenced plan showing which systems a department will adopt, upgrade or retire and why.
- Shadow IT — software bought or used by business units without the knowledge or support of the central IT function.
- Process automation candidate — a repetitive, rule-based task with stable inputs that can be handed to software.
- Adoption curve — the pattern by which users move from first exposure to routine use of a new tool.

Technology Investment Decisions Day by Day

Day 1: Departmental Technology Landscape

- Current Tool Inventory — Mapping Systems, Licences and Overlaps
- Pain Point Interviews — Capturing Problems Before Discussing Solutions
- Shadow IT Audit — Finding Unofficial Tools and Data Stores
- Vendor Market Scan — Sorting Hype From Proven Capabilities
- Department Capability Gaps — Linking Technology Needs to Unit Goals

Day 2: Building the Investment Case

- Requirements Specification — Separating Must-Have From Nice-to-Have Features
- Total Cost of Ownership Model — Counting Lifetime Costs Beyond Licences
- Payback and Benefit Estimation — Sizing Time Saved and Errors Avoided
- Weighted Scoring Matrix — Comparing Vendors on Agreed Criteria
- Risk and Exit Clauses — Planning for Data Portability and Switching

Day 3: Dashboards and Automation Choices

- Dashboard Measure Selection — Choosing Indicators the Department Steers By
- Data Source Readiness Check — Confirming Quality Before Visualisation
- Automation Candidate Screening — Ranking Repetitive Rule-Based Tasks
- Redesign Before Automate Test — Avoiding Automating Broken Processes
- Integration Mapping — Connecting New Tools With Existing Systems

Day 4: Leading Tech-Enabled Teams

- Technology Acceptance Model — Predicting Uptake From Usefulness and Ease
- Champion Network Design — Using Peer Advocates to Spread Usage
- Role and Skill Shifts — Redesigning Jobs Around New Tools
- Usage Metrics Tracking — Spotting Abandoned Features Early
- IT Partnership Agreement — Clarifying Support and Security Responsibilities

Day 5: Practising the Departmental Technology Roadmap

- Case Pitch Rehearsal — Applying TCO and Scoring to a Retail Purchase
- Dashboard Prototype Review — Testing Measures With a Hospital Operations Case
- Automation Shortlist Debate — Defending Choices Before Peer Panel
- Adoption Plan Drafting — Sequencing Champions, Training and Metrics
- Departmental Technology Roadmap — Completing Sequenced Investments and Owners

Applying Technology Investment Decisions After the Course

- Run a current tool inventory with the team and retire or consolidate at least one overlapping licence.
- Prepare a total cost of ownership comparison for the next requested tool and present it to the finance partner.

Technology Investment Decisions Questions FAQ

What are Technology Investment Decisions and why do they matter now?

Technology Investment Decisions are the choices department heads make about which software, dashboards and automation to buy, build or retire. They matter now because vendors sell directly to business units and budgets demand clear payback.

Which roles gain most from Technology Investment Decisions training?

Department heads with software budgets, business leaders choosing what to automate, operations heads relying on dashboards and sponsors of system replacements gain most, whether in hospitals, retailers or logistics firms.

How do Technology Investment Decisions differ from a digital transformation strategy course?

Technology Investment Decisions work at department level and focus on concrete purchases and adoption. A digital transformation strategy course reshapes the whole business model; this course helps one unit choose and use tools well.

What do you bring back from Technology Investment Decisions training?

You bring back a tool inventory, a cost of ownership model, a vendor scoring matrix, an automation shortlist and an adoption plan, sequenced into a roadmap for your department.

Technology Investment Decisions: The Way Forward

The Departmental Technology Roadmap first informs which pending tool request is approved, deferred or declined. Department heads use it to steer budgets, finance partners use it to schedule spending, and the IT function uses it to plan integration and support. After the first major purchase, revisit adoption metrics, since real usage often differs from forecast benefits.