

AIIM Training

Who is AIIM?

For more than 70 years, AIIM has been the leading non-profit organization focused on helping users to understand the challenges associated with managing documents, content, records, and business processes. AIIM was founded in 1943 as the National Microfilm Association and later became the Association for Information and Image Management (AIIM). AIIM is also known as the enterprise content management (ECM) association!

Today, AIIM is international in scope, independent, and implementation-focused. As the industry's intermediary, AIIM represents the entire industry – including users, suppliers, and the channel.

As a neutral and unbiased source of information, AIIM serves the needs of its members and the industry. Get up-to-date industry news from AIIM and our members.

Which topics and technologies are covered in the different training programs?

The board of directors of AIIM decided early in 2005 that this industry needed a broader vendor neutral standard for competence and professionalism, and they established Education Advisory Groups in North America and Europe to define necessary skill sets for Enterprise Content Management and Electronic Records Management. Members included Gartner, PwC, EMC, FileNet, SAP, FBI, CreditSuisseFirstBoston, GlaxoSmithKline, etc. and they hired external contractors to put together the programs based on the requirements defined by the Education Advisory Groups.



Datacentrix is authorised to conduct training in the following programs on a Public, In-house and Online course basis:

- Enterprise Content Management Certificate Programme (ECM)
- Electronic Records Management Certificate Programme (ERM)
- Business Process Management Certificate Programme (BPM)
- SharePoint for ECM Certificate Programme
- SharePoint for Collaboration Certificate Programme
- Taxonomy and Metadata Certificate Programme
- Social Media Governance Certificate Programme
- Information Governance
- Managing Records & eDiscovery with SharePoint 2013

The following programs are available on an On-line basis only:

- Process Improvement
- Managing Content in the Cloud
- Capture and Imaging

Also remember you can do the **Certified Information Professional** by writing your exam at a Prometric centre.

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Do you have any Questions?

Please contact Datacentrix to get an answer to your question.

All emails are answered within 1 business day.

Register for a class today!

Course pricing, detailed curriculum and enrolment are just a click away.

<http://www.cvent.com/d/44ql3w/4W>

Talk to one of our education counsellors:

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AIIM is the global community of information professionals. We provide the education, research and certification that information professionals need to manage and share information assets in an era of mobile, social, cloud and big data.

For a wealth of information please go to www.aiim.org



The training programs are designed to be useful for end users, suppliers, and the channel. Three levels of certificates are awarded — Practitioner, Specialist, and Master — to recognize accomplishment. However, most AIIM courses consist of 4 components.

They are:

- **The Strategy** (Why?) component covers the business benefits and implications
- **The Practitioner** (What is?) component covers relevant concepts and technologies
- **The Specialist** (How to implement) component covers best practices for implementing solutions
- **The Master** (Putting it all together) program covers all the main elements from the above components in addition to a case study exercise



Where does Datacentrix fit in?

Datacentrix became a fully trained and recognised representative of AIIM's in Southern Africa in 2006. As the only licensed AIIM Training Partner in Southern Africa it has presented many different AIIM Programmes since then and it also have the most certified AIIM Masters than any other ECM consultancy in South Africa.

“Datacentrix are the most successful training partner in AIIM, with an excellent team of trainers and support staff. AIIM believe there is a massive potential for Information Management education in Africa and with Datacentrix we are determined to bring the best practice education in Content Management, Records Management and Business Process Management to African continent. We use Datacentrix as the perfect model for other potential and existing AIIM training partners throughout the World.” - Andrew Graham Vice President of Sales, AIIM International 02/28/2014

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