MAWA EVENTS

Address: No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

Phone: +601116373203 | **Email:** info@mawaevents.net

DATA CAPTURE, AUTOMATION, DIGITALIZATION & DIGITIZATION

"Harnessing Intelligent Technologies to Drive Operational Efficiency and Digital Transformation"

Schedule

Date	Venue	Fees (Face-to-Face)
22 – 26 Jun 2026	Dubai, UAE	USD 3495 per delegate

► **Available delivery methods:** Face-to-Face & Online Training

Introduction

Organizations across all sectors are under pressure to modernize operations, streamline processes, and create data-driven environments. The shift from analog to digital systems—through digitization, digitalization, and automation—has become essential for competitiveness and resilience.

This 5-day course provides participants with an in-depth understanding of key concepts, tools, and strategies used in data capture, process automation, and end-to-end digital transformation. Attendees will explore best practices in selecting the right technologies, integrating systems, and ensuring governance and ROI in digital initiatives. Case studies from manufacturing, finance, healthcare, and logistics will be used to illustrate successful implementation.

Objectives

By the end of this course, participants will be able to:

- Distinguish between digitization, digitalization, and digital transformation
- Identify and apply technologies for data capture and process automation
- Develop and manage automation workflows using RPA and IoT tools
- Design digitalization strategies aligned with business outcomes
- Ensure data accuracy, interoperability, and compliance in digital systems

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Why Attend

- Gain clarity on digital transformation terminologies and implementation paths
- Learn how to integrate automation and data capture across enterprise systems
- Explore practical applications of OCR, RPA, sensors, and APIs
- Understand governance, data quality, and change management issues
- Build a future-ready strategy for smart operations and digital growth

Target Audience

This program is designed for:

- Digital transformation officers and IT managers
- Operations and process improvement professionals
- Systems analysts and enterprise architects
- Automation engineers and RPA developers
- Business leaders driving modernization initiatives

Individual Benefits

Key competencies that will be developed include:

- Mapping and automating manual data workflows
- Evaluating and deploying data capture technologies (OCR, IoT, forms)
- Building low-code automation using RPA and digital tools
- Creating governance frameworks for secure, compliant automation
- Measuring impact and ROI of digitalization projects

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Faster, more accurate data capture and exchange across systems
- Increased process efficiency through automation and digitization
- Better compliance with data standards and audit requirements
- Improved decision-making via real-time digital data flows
- Stronger alignment between business strategy and digital tools

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Concept Presentations – Frameworks and implementation roadmaps
- Technology Demos – OCR tools, RPA bots, IoT sensors, and APIs
- Case Studies – Transformation stories from various industries
- Hands-On Exercises – Workflow mapping and automation planning
- Tools & Templates – Digital audit checklist, RPA selection guide

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Course Outline

Training Hours: 7:30 AM – 3:30 PM Daily Format: 3–4 Learning Modules | Coffee Breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

Day 1: Foundations of Digital Transformation

- Module 1: Digitization vs Digitalization vs Digital Transformation (07:30 – 09:30) • Definitions, differences, and evolution path • Industry benchmarks and transformation readiness
- Module 2: Data Capture Technologies and Strategies (09:45 – 11:15) • OCR, barcode/RFID scanning, smart forms, image processing • Accuracy, latency, and validation mechanisms
- Module 3: Introduction to Automation Technologies (11:30 – 01:00) • Types: BPA, RPA, IPA, AI-enhanced automation • Automation opportunity identification
- Module 4: Workshop – Digital Maturity Assessment (02:00 – 03:30) • Evaluate your organization\'s digital capability

Day 2: Automation in Action

- Module 5: Robotic Process Automation (RPA) (07:30 – 09:30) • Building bots, workflow triggers, exceptions • Use cases across finance, HR, logistics
- Module 6: Intelligent Document Processing (09:45 – 11:15) • OCR + ML for document classification and extraction • IDP solutions: ABBYY, Kofax, UiPath Document Understanding
- Module 7: IoT and Sensor-Based Data Capture (11:30 – 01:00) • IoT platforms and real-time streaming • Environmental and equipment monitoring
- Module 8: Simulation – Design a Digital Capture Workflow (02:00 – 03:30) • Develop a data-to-decision automation plan

Day 3: Digital Integration and Architecture

- Module 9: APIs and Data Interoperability (07:30 – 09:30) • System integration using REST, JSON, XML • Connecting cloud platforms and legacy systems
- Module 10: Workflow Engines and Process Mapping (09:45 – 11:15) • Mapping end-to-end workflows with BPM tools • Process orchestration and triggers
- Module 11: Master Data and Metadata Management (11:30 – 01:00) • Data standards, naming conventions, and governance • MDM principles and business ownership
- Module 12: Workshop – Process Mapping with Digital Tools (02:00 – 03:30) • Use Lucidchart / Visio / BPMN to design a sample flow

Day 4: Governance, Security, and Compliance

- Module 13: Digital Risk and Cybersecurity (07:30 – 09:30) • Data access, logging, encryption, and backups • GDPR, HIPAA, and data privacy
- Module 14: Governance Framework for Automation (09:45 – 11:15) • Ownership, auditability, and change control • Roles and responsibilities in automation
- Module 15: Monitoring, Maintenance, and Scaling (11:30 – 01:00) • Metrics, KPIs, alert systems, and failure handling • Bot lifecycle and exception handling
- Module 16: Exercise – Build a Governance Checklist (02:00 – 03:30) • Prepare a policy document for automation oversight

Day 5: Strategy, Implementation & Innovation

- Module 17: Planning a Digitalization Roadmap (07:30 – 09:30) • Project stages, budgeting, and success metrics • Agile vs waterfall vs hybrid execution
- Module 18: Change Management in Digital Transformation (09:45 – 11:15) • Stakeholder engagement, training, resistance handling • Communications and digital culture building
- Module 19: Innovation and Future Trends (11:30 – 01:00) • AI-driven automation, digital twins, hyperautomation • Platform convergence and smart enterprise

- Module 20: Capstone Project – Draft a Digital Transformation Plan (02:00 – 03:30) • Present and review a roadmap for your organization

Certification

Participants will receive a Certificate of Completion in Data Capture, Automation, Digitalization & Digitization, confirming their knowledge of core digital transformation concepts and their ability to implement automated, secure, and scalable data-driven systems.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

In-House / Customized Training Interested in running this course for your team? Please contact us:	TEL: **+601116373203**	EMAIL: **info@mawaevents.net**

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