



OBJECTIVE

This Assessment aims to be able to define in detail the entire documentary process of an organization, from the process of digitalization, categorization, definition of the single file and the management of the documentary record for its manipulation / destruction based on local regulations.

Let's Lego Play have more than **200 clients** worldwide where we have contributed to the Digital Transformation Challenge with these workshops.



Chile | Colombia | Costa Rica | Ecuador | Spain |
Mexico | Panama | Dominican Republic |
United States | Venezuela



AUDIENCE

CIO, COO, Technology VPs, Development / Operations VPs, Quality and Testing Directors.



DELIVERABLES

- Definition of the types of documents to be managed in the ECM strategy of the organization.
- Definition of the Single File Model from the defined document types.
- Define the management cycle of each type of document / file, from its digitalization cycle, through its consultation and registration management cycle.
- Define the digitalization and product architecture required for implementation, Digitization / ECM / ERM (Optional RFP Generation).



ASSESSMENT DURATION

6 semanas.