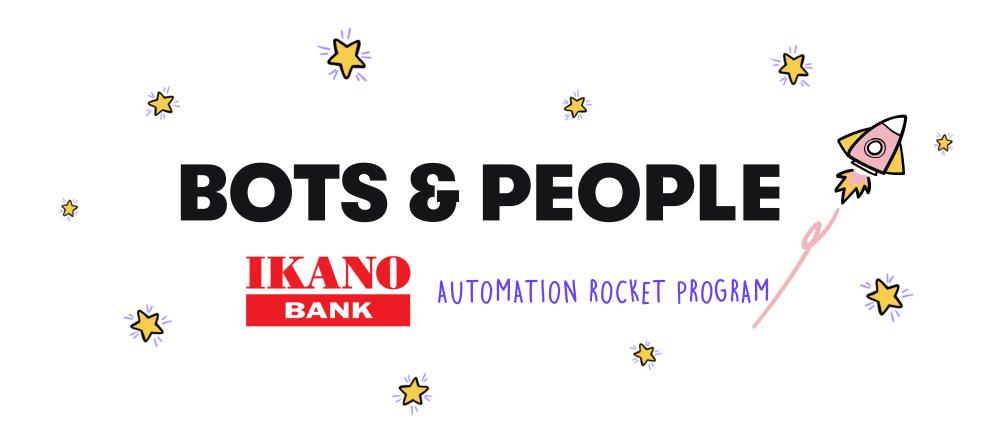
BOTS & PEOPLE



Our Understanding

Based on your input this is the initial situation we identified



YOU HAVE ALREADY BUILT A CENTRAL CENTER OF EXCELLENCE (AUTOMATION OFFICE)

- You have already automated 150 processes globally with UiPath
- · You already get qualified idea from the business departments into your demand funnel



AND HAVE ALREADY SOME INSPIRED SOME COLLEAGUES AND TRAINED THEM

- Automation Pilotes are in place // on-top job
- People get trained in UiPath + learning on-the-job
- Training to Ikano ways of working is in place
- Some pilot's become citizen developer / from idea to first process automation



YOU WANT TO GENERATE MORE ROOM AND TIME FOR AUTOMATION BY SETTING UP A CLEAR ROLE STRUCTURE

- You want to find better business cases
- You want to find more automation pilots + champions
 - You have capacity issues → business related people
 - Establish a role structure for automation
- You want to make more people aware of automation
- Clarify strategy and secure buy-in from management → Citizen Development



Our Understanding

Open Questions

- How many Citizen Developers have you already trained?
- → Trial phase: Six persons
- What kind of capacity issues do you have?
- → There might be new steps in October



Approach

Get your workforce ready for automation with 3 exemplary customized learning programs











0verview

Educate Automation Pilot Manager

Educate Automation Experts in branches/departments

process automation

Educate Citizen Developers

Target Group

Non-Developers from functional departments

Employees within the Center of Excellence with basic automation knowledge OR Key Users within business

• (Low Code) Developers from functional departments

· To solve first own Use Case

Goal

· To identify Use Cases within functional departments

for Automation

• To be an Ambassador and Promoter

• To receive a holistic overview about

· To foster further engagement and Use Case activities

• To understand further automation implications outside their own work

Proposal

Learning Journey "Automation Agent"

Learning Journey "Automation Strategist" To enable internal training for colleagues

> **Learning Journeys** "Citizen Developer Program" & "UI Path or MS Power Platform Certification Prep⁴



Our Understanding

Next Steps



- Updated materials are sent by bots and people up until at least Monday.
- current slide deck
- Price information
- Ikano defines the approach and wins management support for citizen development until the end of the next week.
- Updates are sent by Ikano to Bots and People, and if talks go on, proposals for a follow-up meeting are sent as well.
- The next meeting will be about training specifications (target group, learning time, learning style, group sizes, and more) & pricing

BOTS & **PEOPLE**













LEARNING JOURNEY

Automation Agent









BOTS & PEOPLE Automation Agent

Automation Agent

Package Details Deliverables

Access
Automation Academy

Learning Journey
Set Up

Learning Journey facilitation

(limited to max. 15 participants)

• 1 year of access to complete content of the Bots & People Automation Academy

- Workshop to plan and align on whole learning journey/concept
- Checklist for relevant stakeholders
- Definition of learning goals, target group, timeline
- Nudging concepts
- Documentation and organization

Learning Outcome: You know how to evaluate and analyze your specific business processes & workflows

- Live Check-Ins (Kick-Off / Mid Point Session / Reviews) with a dedicated learning manager to reflect personal learning progress
- Constant learning support through community
- Use Case Discussion: Learners bring their own use cases from their working practice Feedback reports and reflection sessions with stakeholders

✓ Access Registration

- ✓ 2 x Live-Sessions (60-90 min.)
- ✓ Defined concept paper
- ✓ Documentation & materials

- ✓ 4 x Live-Sessions with automation experts (90-120 min.)
- ✓ Learning support, documentation

An Overview

Automation Agent

Learn how to identify and leverage automation potential. Implement your ideas in a process model, understand the flow of an automation project and calculate the KPIs and the business case. Get an overview of the common technologies and tools on the market and understand their differences. Also, learn how to convince other stakeholders of the potential of your automation project.



TIME INVEST

5 - 6 Hours in total



EXPERIENCE LEVEL

Basic automation knowledge required.



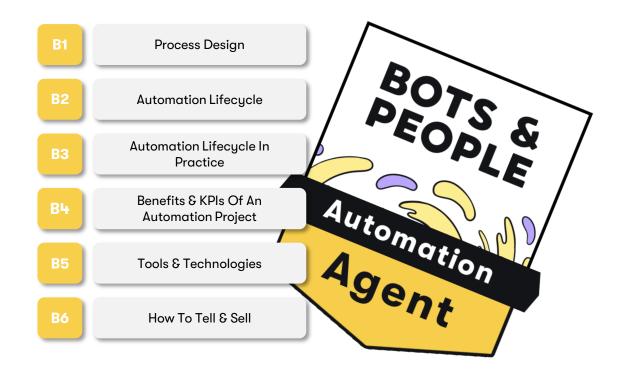
GAIN KNOWLEDGE

Identify automation potentials and take it to the next level.



GOAL OUTCOME

Build up internal process competence and enhance process identification potential.



Timeline

Automation Agent

Start

Kick-Off Session **Learning Journey** Set Up



Outcome

- Getting to know each other
- Schedule fixed dates and plan selflearning slots
- Commitment to milestones and way of collaboration mode



Format

- 120 min. Live Session
- Checklists
- Alignment Mails

Week 1

Session 1

Onboarding & Foundations



Outcome

- Access and technical check to Learning World and Community
- Guide through the material and give orientation regarding the **Automation Agent track**
- Understand the foundations of BPMN, BPA and **Process Management**



Format

- 120 min. E-Learning: B1, B2, B3
- 90 min. Live Session

Week 3

Session 2

Process Identification



Outcome

- Answering your questions that came up during the E-Learning
- Reflection exercises on learned input
- Identify a suitable process and update other team members about it with provided templates



Format

- 120 min. E-Learning: B4, B5, B6
- 90 min. Live Session
- Individual support on demand

Week 6

Session 3

Process Analysis



Outcome

- Answering your questions that came up during the E-Learning
- Reflection exercises on learned input
- Present your process analysis and discuss it with team members
- Feedback from expert regarding your case



Format

- 120 min. Live Session
- Support as needed
- Certification as needed

Final

Feedback Session Retrospective



Outcome

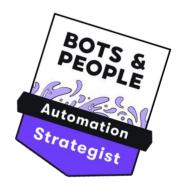
- Reflection on the learning journey and your key takeawaus
- Defining further cooperation



Format

- 60 min. Live Session
- Alignment Mails
- Final Learning Report

BOTS & PEOPLE













LEARNING JOURNEY

Automation Strategist

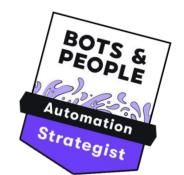








Automation Strategist



Package Details Deliverables

Access
Automation Academy

• 1 year of access to complete content of the Bots & People Automation Academy

✓ Access Registration

Learning Journey
Set Up

- Workshop to plan and align on whole learning journey/concept
- Checklist for relevant stakeholders
- · Definition of learning goals, target group, timeline
- Nudging concepts
- Documentation and organization

- ✓ 2 x Live-Sessions (60-90 min.)
- ✓ Defined concept paper
- ✓ Documentation & materials

Learning Journey Facilitation

(limited to max. 15 participants)

Learning Outcome: You know how to set up and pitch your own automation process

- Live Check-Ins (Kick Off Session / Workshops / Reviews) with a dedicated learning manager to reflect personal learning progress
- Constant learning support through community
- Use Case Discussion: Learners receive Use Cases between sessions and prepare them for the next session
- Feedback reports and reflection session with stakeholders

- ✓ 5 Live Sessions with an Automation expert (90-120 min.)
- ✓ 1 Feedback Session with Stakeholders, 60min
- ✓ Learning Support, Documentation

An Overview

Automation Strategist

With the strategic learning track, you will become the master of automation. Become able to understand the economic impact of your automation initiatives, know how to set them up correctly and what to consider. You'll learn how to choose the right technology and how to orchestrate all elements in the best possible way. Furthermore, you get our best approach for not only setting up but also taking the organization and all stakeholders along the way. We'll provide you with experience from the field and get you ready to automate your first own case.



TIME INVEST

30 - 45 Hours in total



EXPERIENCE LEVEL

No previous knowledge required.



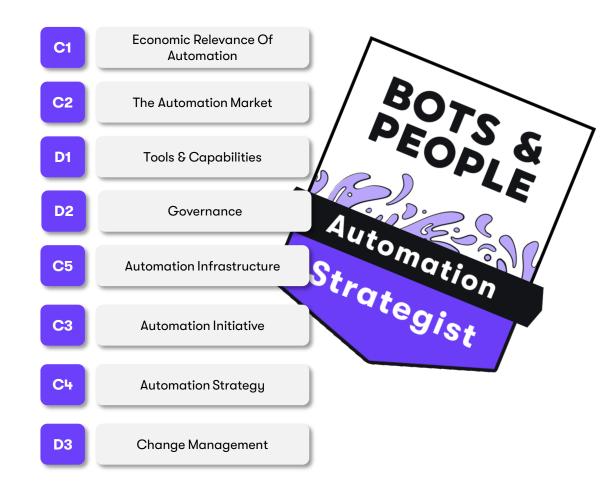
GAIN KNOWLEDGE

Build up the competence to address and orchestrate automation initiatives from A-Z.



GOAL OUTCOME

Become the Swiss knife in the area of automation.



Timeline

Automation Strategist

Start Week 1 Week 4

Kick-off Session **Learning Journey** Set Up



- Getting to know each other
- Schedule fixed dates and plan selflearning slots
- Commitment to milestones and way of collaboration mode



Format

- 120 min, Live Session
- Checklists
- Alignment Mails

Session 1

Onboarding & Foundations



Outcome

- Access and technical check to Learning World and Community.
- Guide through the material and give orientation regarding the Automation Strategist track



Format

- 120 min. E-Learning: C1, C2
- 120 min. Live Session
- Use Case Thinking Task: 1-2 hrs.
- Support as needed

Session 2

The Automation Market



Outcome

- Answering uour questions from the E-Learning
- Reflection exercises on learned input
- Discussion Task in small groups
- Use Case: Decision Paper on Technology



Format

- 120 min. E-Learning: D1, D2, C5
- 120 min. Live Session
- Use Case Decision Paper: 2-3 hrs.
- Support as needed

Week 8

Session 3

Tools & Capabilities



Outcome

- Answering your auestions that came up during the E-Learning
- Reflection exercises on learned input
- Present your Decision Paper and engage in a Group Discussion



Format

- 120 min. E-Learning: C3, C4, D3
- 120min Live Session
- Use Case Pitch Prep: 2-3 hrs.
- Support as needed

Week 12

Session 4 **Strategy Pitch**



Outcome

- Answering your auestions that came up during the E-Learnina
- Reflection exercises on learned input
- Pitch Parade about your automation case
- Feedback from expert on your pitch



Format

- 120 min. Live Session
- Support as needed
- Certification as needed

Feedback Session Retrospective



Final

Outcome

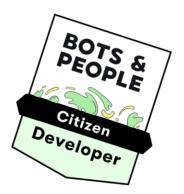
- Reflection on the learning journey and your key takeaways
- Defining further cooperation



Format

- 60 min. Live Session
- Alignment Mails
- Final Learning Report

BOTS & **PEOPLE**













LEARNING JOURNEY

Citizen Developer RPA









Citizen Developer Program

Package Details Deliverables

Access
Automation Academy



Kick Off + facilitation: Citizen Developer Program

(limited to max. 5 participants)

• 1 year access to the Bots & People Automation Academy



Prerequisite: Learners must have a process that meets the criteria for an RPA solution and is ready for development. Process analysis and process redesign are not part of this course. If this is not the case, we strongly recommend prior participation in the Automation Agent Learning Journey

Learning Outcome: Citizen Developer will build their first own RPA solution with UiPath

- Live Check-Ins (Kick-Off / Mid Point Session / Reviews) with a dedicated UiPath RPA Engineer to reflect and get feedback on your development case
- Optional: Exam Preparation
- Constant learning support through community

√ Access Registration

✓ Process Submission Form to fill out

- √ 6 x Live-Sessions with an UiPath RPA Engineer (120-180 min.)
- ✓ Learning support, documentation

An Overview

Citizen Developer RPA (with UiPath)

Become a Citizen Developer and be able to automate processes in your department on your own! From challenging your current processes to technology and tool input – all the knowledge in one hand. We'll provide you with the RPA knowledge you need as well as a tool tutorial and hands-on guidance. You get the chance to build the first bots in a learning environment as well as your own bot for the real world. We'll be your sparring partner along with your automation journey.



TIME INVEST

Individual from 6 weeks to 6 months.



EXPERIENCE LEVEL

Automation knowledge required. Bring your own process.



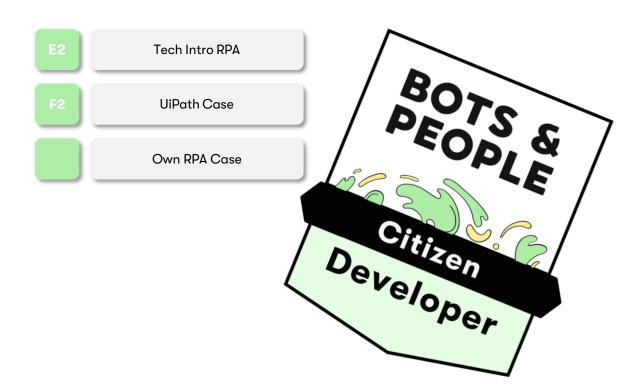
GAIN KNOWLEDGE

Understand how you can solve automation cases with different technologies.



GOAL OUTCOME

Skill up your employees to become citizen developer in a tool of your choice.



Citizen Developer Program Ui Path



Start

Week 1

Kick-Off Session

Learning Journey Set Up



- Getting to know each other
- Schedule fixed dates and plan selflearning slots
- Commitment to milestones and way of collaboration mode



Format

- 120 min. Live Session
- Checklists
- Alignment Mails

Session 1

Process Submission



Outcome

- Access and technical check to Learning World and Community
- Guide through the material and give orientation regarding the Citizen Developer
- Align on the prerequisite



Format

- Preparation
- 120 min. Live Session
- 120 min. E-Learning: E2 i
- Individual support on demand

Week 2

Session 2

Ui Path Onboarding



Outcome

- Answering your questions that came up during the E-Learning
- Reflection exercises on learned input
- Discussion Task in small groups
- First implications for own case



Format

- 120 min. Live Session
- 120 min. Use Case E-Learning: F2
- Individual support on demand

Week 3

Session 3

First Case



Outcome

- Answering your questions that came up during the E-Learning
- Reflection exercises on learned input
- Showparade first own Bot
- Error definition and lessons learned



Format

- Bot Building with **Tutorial Video**
- 120 min. Live Session
- Individual support on demand

Week 5

Session 4

Individual Coachina



Outcome

- Each learner gets a 1:1 session with Ui Path automation engineer for case sparring
- Final check of Software Design Description (SDD)



Format

- Bot Building (Own Case)
- 120 min. Live Session per learner
- Individual support on demand
- Certification possible

Final

Feedback Session Retrospective



Outcome

- Reflection on the learning journey and uour keu takeaways
- Defining further cooperation



Format

- 60 min. Live Session
- Alignment Mails
- Final Learnina Report

BOTS & PEOPLE









LEARNING JOURNEY

"UiPath Associate" Certification Prep









Learning Journey

Ui Path Certification Prep

Package Details Deliverables

Premium Access
Automation Academy

Exam Preparation:
UiPath Associate
(limited to max. 15 participants)

1 year access to the Bots & People Automation Academy incl. Premium Access to UiPath Certification Module

- **Exam preparation** for UiPath Associate through dedicated premium E-Learning and 3 Live-Sessions
- Option to get trained by certified UiPath Engineers

✓ Access Registration

- ✓ 3 Live Sessions with a certified UiPath Automation Engineer
- ✓ Exam Preparation: UiPath Associate



- UiPath RPA Associate Exam Fee is to be paid directly to UiPath.
- Further information about the exam can be found <u>here</u>.

An Overview

Ui Path Certification Prep

After building your own first bots and getting experience in the field of RPA, you can now have your knowledge certified! As the first certification for a business user, we recommend the UIPath RPA Associate. The exam itself is hosted by UIPath and so is the learning content. If you want a partner along the way who knows exactly how to prep for the exam, what kind of questions will be asked and how to deal with all the extensive material – here we are! We'll be there throughout your self-study journey and answer any questions you might have.



TIME INVEST

Individual from 6 weeks to 6 months.



EXPERIENCE LEVEL

Advanced Automation knowledge required.



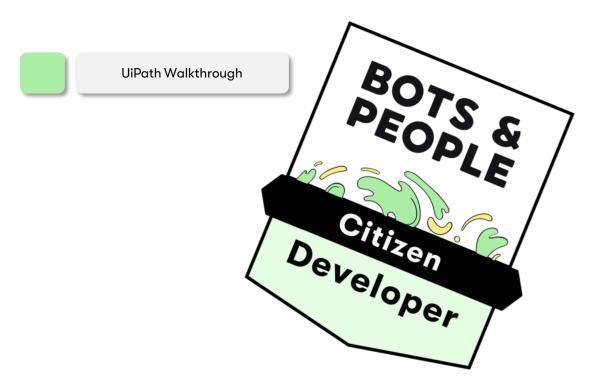
GAIN KNOWLEDGE

Get your RPA Knowledge certified by UIPath.



GOAL OUTCOME

Be ready to get certified from UIPath. We'll guide you along your self-study and prepare you for the exam.



The exam is facilitated by UiPath

Timeline

Ui Path Certification Prep

Start

Kick-Off Session **Learning Journey** Set Up



Outcome

- Getting to know each other
- Schedule fixed dates and plan selflearning slots
- Commitment to milestones and way of collaboration mode



Format

- 120 min. Live Session
- Checklists
- Alignment Mails

Week 1

Session 1

Onboarding & Foundations



Outcome

- Access and technical check to Learning World and Community
- Guide through the material and give orientation regarding the **UiPath Certificate**
- Align on the prerequisite



Format

- 60 min. Live Session
- E-Learning: E2
- Individual support on demand

Week 4

Session 2

O&A Check In



Outcome

- Answering your questions that came up during the E-Learning
- Reflection exercises on learned input



Format

- Submission of Ouestions
- 120 min. Live Session
- E-Learning: UiPath Walkthrough
- Individual support on demand

Week 6

Session 3

O&A Check In



Outcome

- Answering your questions that came up during the E-Learning
- Reflection exercises on learned input



Format

- Submission of Ouestions
- 120 min Live Session
- E-Learning: UiPath Walkthrough
- Individual support on demand

Final

Feedback Session Retrospective



- Reflection on the learning journey and your key takeaways
- Defining further cooperation



Format

- 60 min. Live Session
- Alignment Mails
- Final Learning Report

BOTS & **PEOPLE**









LEARNING JOURNEY

Summary









Our offer for your success!



Your Automation Rocket Program

Learning Track	Packages Access to B&P Automation Academy (1 year) Learning Journey Setup Learning Journey Facilitation (6 weeks)		
Automation Agent (max. 15 participants)			
Automation Strategist (max. 15 participants)	Access to B&P Automation Academy (1 year) Learning Journey Setup Learning Journey Facilitation (12 weeks)		
Citizen Developer Program (max. 5 participants)	Access to B&P Automation Academy (1 year) Learning Journey Setup Learning Journey Facilitation (6 weeks)		
UiPath Certificate Prep (max. 15 participants)	Access to B&P Automation Academy + UiPath Walkthrough Module (1 year) Learning Journey Facilitation (6 weeks)		

Commercials

Our Pricing Overview



Your Additional Possibilities

	Package	Unit Price	Deliverables
Access	B&P Academy Access -10	1.500 €/ year	✓ Access to 50+ Learning Modules
	B&P Academy Access -11-50	1.000 €/ year	✓ Access to 50+ Learning Modules
	B&P Academy Access -51-100	800 €/year	✓ Access to 50+ Learning Modules
	B&P Academy Access 101+	600 €/year	✓ Access to 50+ Learning Modules
Set-Up	Set-Up New Learning Journey	15.000 €	✓ Workshops to plan and align on concept
			✓ Checklist for relevant stakeholders
			✓ Nudging concepts
			✓ Documentation and organization
Facilitation	Learning Journey Facilitation	10.000 €	 ✓ 2-3x Live-Session with automation experts ✓ Learning Support & Documentation
	Learning Journey Facilitation	10.000 €	✓ 3 x Live-Sessions with automation experts✓ Learning Support & Documentation
	Learning Journey Facilitation (itizen Developer	15.000 €	 ✓ 4 x Live-Sessions with automation experts ✓ Learning Support & Documentation
+	Consulting	1.500 €/ day	 ✓ Instructional Design ✓ Automation Consulting ✓ Additional trainers



Your project team

We'll guide you through your journey



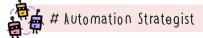
ISABELLE KÖRNER

PROJECT MANAGER

Isabelle is a senior manager and trainer at B&P and has more than 4 years of experience in professional IT consulting with hands-on expertise in BPM & BPA.









LOUISE KÜHNS

JUNIOR PROGRAM MANAGER

Louise is a manager and trainer at B&P and has 2+ years experience in process optimization and automation projects. She is a recent Master graduate with a focus on digital transformation and strategy.







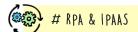


ALISA KLIUCHNIKAVA

AUTOMATION ENGINEER

Alisa is a certified Automation Engineer with robust problem-solving skills and 4+ years of experience in designing and developing automation solutions of high complexity in various technologies.







Your learning team

We'll guide you through your journey



NICO BITZER

CEO & CO-FOUNDER

As founder and CEO of B&P, Nico's mission is to help companies build and grow Process Automation internally, with 10+ years of experience in Digital Learning, People & Organization and Change Mgmt.









SABINE NORTMANN

LEARNING LEAD

Sabine is the learning lead at B&P and has worked for 6+ years in the area of HR, especially Learning & Development, inhouse as well as delivering upskilling as an external consultant.



