

DIGITAL INNOVATION AND TRANSFORMATION | COURSE BROCHURE

# Software Licence Compliance and Optimisation

5 days | Classroom training | English

**SMART HORIZON**

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London W2 6BD, United Kingdom

Explore current programmes

https://smarthorizon.uk



# Course content

## Why attend

Software licences are one of the largest and least understood IT costs, and vendor audits can lead to large unbudgeted bills. This course teaches how to build software asset management processes, understand common licensing models for desktop, server and cloud software, prepare for vendor audits and optimise licence spend through reharvesting and right-sizing.

Organisations commonly overspend on unused licences while remaining exposed to audit penalties. You will learn to control both risks and costs.

## Professional Problems This Course Is Designed to Solve

• Difficulty translating subject knowledge into practical workplace decisions.
• Inconsistent approaches to the activities covered in the course outline.
• Lack of a structured plan for applying and reviewing new skills.

## Course methodology

Licensing model exercises, entitlement reconciliation practice, audit simulation and case studies of savings programmes.

## Course objectives

By the end of this course, participants will be able to:
• Explain software asset management principles
• Understand common licensing and subscription models
• Reconcile entitlements with deployments
• Prepare for and manage vendor audits
• Identify optimisation and savings opportunities
• Build SAM policies, tools and governance

## Target audience

This course is suitable for:
• IT asset and software asset managers
• IT procurement professionals
• IT managers and service owners
• Finance managers controlling IT costs
• Internal auditors



# Course content

## Target competencies

Participants will develop competencies in:

- Licence management
- Contract analysis
- Audit defence
- Cost optimisation
- Process governance

## Course outline

### Day 1: Software Asset Management

| | |
|---|---|
| **09:00–10:08** | SAM lifecycle |
| **10:08–11:00** | Risks and costs |
| **11:00–11:30** | **Coffee break** |
| **11:30–11:45** | Risks and costs (continued) |
| **11:45–12:53** | Roles and responsibilities |
| **12:53–14:00** | Exercise: SAM maturity check |

### Day 2: Licensing Models

| | |
|---|---|
| **09:00–10:08** | Perpetual and subscription licences |
| **10:08–11:00** | User, device and core-based licensing |
| **11:00–11:30** | **Coffee break** |
| **11:30–11:45** | User, device and core-based licensing (continued) |
| **11:45–12:53** | Cloud and SaaS subscriptions |
| **12:53–14:00** | Workshop: licensing scenarios |

### Day 3: Compliance Position

| | |
|---|---|
| **09:00–10:08** | Entitlement records |
| **10:08–11:00** | Discovery and inventory tools |
| **11:00–11:30** | **Coffee break** |



# Course content

| | |
|---|---|
| **11:30–11:45** | Discovery and inventory tools (continued) |
| **11:45–12:53** | Effective licence position |
| **12:53–14:00** | Exercise: reconciliation |

## Day 4: Vendor Audits

| | |
|---|---|
| **09:00–10:08** | Audit process and rights |
| **10:08–11:00** | Responding to findings |
| **11:00–11:30** | **Coffee break** |
| **11:30–11:45** | Responding to findings (continued) |
| **11:45–12:53** | Negotiating settlements |
| **12:53–14:00** | Simulation: vendor audit |

## Day 5: Optimisation

| | |
|---|---|
| **09:00–10:08** | Reharvesting and right-sizing |
| **10:08–11:00** | Renewal negotiation |
| **11:00–11:30** | **Coffee break** |
| **11:30–11:45** | Renewal negotiation (continued) |
| **11:45–12:53** | SaaS management |
| **12:53–14:00** | Savings plan |

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the sessions. They are indicative only and do not constitute a binding commitment.



# Course content

## Dates, venues and fees

Current published course plans. Fees are per participant in GBP, excluding unconfirmed taxes.

| Venue | Start date | End date | Fee (GBP) |
|---|---|---|---|
| Rome<br>Confirmed dates | 16 Nov 2026 | 20 Nov 2026 | **£2,450.–** |
| Online<br>Confirmed dates | 16 Nov 2026 | 20 Nov 2026 | **£1,250.–** |
| Kuala Lumpur<br>Confirmed dates | 7 Dec 2026 | 11 Dec 2026 | **£1,450.–** |
| Online<br>Confirmed dates | 7 Dec 2026 | 11 Dec 2026 | **£1,250.–** |
| Barcelona<br>Confirmed dates | 4 Jan 2027 | 8 Jan 2027 | **£2,840.–** |
| Online<br>Confirmed dates | 4 Jan 2027 | 8 Jan 2027 | **£1,250.–** |
| Vienna<br>Confirmed dates | 25 Jan 2027 | 29 Jan 2027 | **£2,940.–** |
| Online<br>Confirmed dates | 25 Jan 2027 | 29 Jan 2027 | **£1,250.–** |
| Cape Town<br>Confirmed dates | 15 Feb 2027 | 19 Feb 2027 | **£1,890.–** |



# Course content

## Dates, venues and fees (continued)

| Venue | Start date | End date | Fee (GBP) |
|---|---|---|---|
| Online<br>Confirmed dates | 15 Feb 2027 | 19 Feb 2027 | **£1,250.–** |
| Rome<br>Confirmed dates | 8 Mar 2027 | 12 Mar 2027 | **£2,450.–** |
| Online<br>Confirmed dates | 8 Mar 2027 | 12 Mar 2027 | **£1,250.–** |
| Dubai<br>Confirmed dates | 29 Mar 2027 | 2 Apr 2027 | **£3,150.–** |
| Online<br>Confirmed dates | 29 Mar 2027 | 2 Apr 2027 | **£1,250.–** |
| Frankfurt<br>Confirmed dates | 12 Apr 2027 | 16 Apr 2027 | **£2,650.–** |
| Online<br>Confirmed dates | 12 Apr 2027 | 16 Apr 2027 | **£1,250.–** |
| London<br>Confirmed dates | 3 May 2027 | 7 May 2027 | **£2,450.–** |
| Online<br>Confirmed dates | 3 May 2027 | 7 May 2027 | **£1,250.–** |



# Course content

## Dates, venues and fees (continued)

| Venue | Start date | End date | Fee (GBP) |
|---|---|---|---|
| Dubai<br>Confirmed dates | 24 May 2027 | 28 May 2027 | **£3,150.-** |
| Online<br>Confirmed dates | 24 May 2027 | 28 May 2027 | **£1,250.-** |
| Rome<br>Confirmed dates | 14 Jun 2027 | 18 Jun 2027 | **£2,450.-** |
| Online<br>Confirmed dates | 14 Jun 2027 | 18 Jun 2027 | **£1,250.-** |
| Paris<br>Confirmed dates | 5 Jul 2027 | 9 Jul 2027 | **£2,860.-** |
| Online<br>Confirmed dates | 5 Jul 2027 | 9 Jul 2027 | **£1,250.-** |
| Vienna<br>Confirmed dates | 19 Jul 2027 | 23 Jul 2027 | **£2,940.-** |
| Online<br>Confirmed dates | 19 Jul 2027 | 23 Jul 2027 | **£1,250.-** |
| Cape Town<br>Confirmed dates | 9 Aug 2027 | 13 Aug 2027 | **£1,890.-** |



# Course content

## Dates, venues and fees (continued)

| Venue | Start date | End date | Fee (GBP) |
|---|---|---|---|
| Online<br>Confirmed dates | 9 Aug 2027 | 13 Aug 2027 | **£1,250.-** |
| Dubai<br>Confirmed dates | 30 Aug 2027 | 3 Sept 2027 | **£3,150.-** |
| Online<br>Confirmed dates | 30 Aug 2027 | 3 Sept 2027 | **£1,250.-** |
| Cape Town<br>Confirmed dates | 20 Sept 2027 | 24 Sept 2027 | **£1,890.-** |
| Online<br>Confirmed dates | 20 Sept 2027 | 24 Sept 2027 | **£1,250.-** |
| Istanbul<br>Confirmed dates | 11 Oct 2027 | 15 Oct 2027 | **£2,650.-** |
| Online<br>Confirmed dates | 11 Oct 2027 | 15 Oct 2027 | **£1,250.-** |
| Barcelona<br>Confirmed dates | 25 Oct 2027 | 29 Oct 2027 | **£2,840.-** |
| Online<br>Confirmed dates | 25 Oct 2027 | 29 Oct 2027 | **£1,250.-** |



# Course content

## Dates, venues and fees (continued)

| Venue | Start date | End date | Fee (GBP) |
|---|---|---|---|
| Amsterdam<br>Confirmed dates | 15 Nov 2027 | 19 Nov 2027 | **£2,540.-** |
| Online<br>Confirmed dates | 15 Nov 2027 | 19 Nov 2027 | **£1,250.-** |
| London<br>Confirmed dates | 6 Dec 2027 | 10 Dec 2027 | **£2,450.-** |
| Online<br>Confirmed dates | 6 Dec 2027 | 10 Dec 2027 | **£1,250.-** |

## Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon UK certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

## Contact Smart Horizon

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View the latest course details online