



# Digitalization Workshop

## Introduction

### Digital Transformation - But How?

In the field of digitalization, some companies are more advanced than they think. Many processes are already digitally supported or digitized. One of the most important factors for corporate digitization is the overall strategy. Often, this strategy is lacking, which leads to companies investing in costly individual projects instead of saving costs and resources with a well-thought-out concept. To avoid this, we would like to support you with our workshops.

Digital transformation, paperless office, IoT, or augmented reality are terms whose potential often still slumbers in companies. That's why we want to start with our workshops tailored specifically to you. Our experience shows that joint discussions increase motivation for modernization and thus the future viability of the company.

### Our Workshops

**#1 Digital Transformation**

**#2 Office 365**

**#3 Internet of Things (IoT)**

**#4 Augmented Reality, Virtual Reality  
and Mixed Reality**

### Your Benefit:

Together with the experts of Medialine AG, you will get a comprehensive overview of your digitalization needs. We jointly identify concrete problems, initiate projects, and develop actionable strategies.

You will receive training materials for your employees, as well as the presentations of the workshop. Request your personal workshop offer today at [sales@medialine.ag](mailto:sales@medialine.ag) and become a master of digitalization!

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# Digital Transformation



## Workshop #1

### Contents:

In our „Discovery“ workshop, we present current trends around the topic of digital transformation and explain them in understandable German language (and not just in technical English). Clarity is provided on the frequent confusion of topics. Together with the participants, the current status of the company is critically examined and questioned with regards to its level of digitalization. Action strategies are developed and analyzed.

### Objectives:

The participants should understand the topic of digitization in general and be brought to the same level of knowledge. An essential understanding of the digitalization process in the company is created. The need for digitalization in the company is identified and analyzed.

Target Group: Board of Directors, Management and Department Heads  
Prerequisites: None  
Language: German

### Agenda:

- Short introduction of participants - Entry, getting to know each other, personality, core area
- Presentation: Buzzwords of digital transformation
- Lunch with active exchange
- Answering questions and finding topics - Brainstorming with your employees, potentials are identified

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# Office 365

## Workshop #2

# #2

### Contents:

Office 365 is explained in detail in the workshop. The individual features of Office 365 are illustrated using practical examples. The current need for collaboration tools is determined. In addition, the path to a paperless office is analyzed and developed.

### Objectives:

Your employees have learned about Office 365 and now benefit from its versatility. The offered tools and features are clearly demonstrated and can be applied practically.

Target group: All  
Prerequisites: None  
Language: German

### Agenda:

- Brief introduction of participants - entry, getting to know each other, personality, core area
- Paperless office - the first steps
- Lunch with active exchange
- Introduction to O 365 and its tools and apps (if applicable, SharePoint 2019)

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# #3

# Internet of Things (IoT)

## Workshop #3

### Contents:

The workshop begins by explaining some terms related to the world of the Internet of Things (IoT). The different platforms of the IoT are presented and evaluated.

The importance of future networking of companies is revealed. The current status in the company is analyzed and assessed. The topics of forecasting, predictive maintenance, and analytical apps are explained and illustrated. The company's scope for action is evaluated for this purpose.

### Objectives:

The company can estimate the need for self-organizing productions, intelligent processes, and software solutions and plan them into everyday business operations. A suitable roadmap and a concept for pilot operation and rollout will be prepared and developed with the participants.

Target group: Board of directors, management and department heads

Prerequisites: None

Language: German

### Agenda:

- Short introduction of the participants - entry, getting to know each other, personality, core area
- IoT brief introduction, forecasting, predictive maintenance, analytics/analytical apps
- Lunch with active exchange
- Profitable IoT solutions are created together with the team.

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# #4

## Augmented Reality, Virtual Reality and Mixed Reality

### Workshop #4

#### Contents:

The terms Augmented Reality, Virtual Reality, and Mixed Reality are explained in an understandable way and illustrated with practical examples. The potential of the company in relation to the gap between the physical and virtual world is analyzed and evaluated, taking into account the available data.

#### Objectives:

The terminologies and their interrelationships are clearly explained and their operational connections are comprehensible. The business processes are optimized, efficiency is increased, and costs are reduced.

Target group: All  
Prerequisites: None  
Language: German

#### Agenda:

- Brief introduction of participants - getting started, getting to know each other, personality, core area
- Presentation of different applications
- Lunch with active exchange
- Workflows within your company will be defined and possible applications will be developed. (Employee training, safety, production, maintenance, product advertising)

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