Data Migration Planning for ERP Projects Training Course

Professional Development Training Course Outline

Category	Enterprise Resource Planning (ERP)	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

The modern Enterprise Resource Planning (ERP) landscape is defined by continuous digital transformation and a critical need for data-driven decision-making. A successful ERP implementation hinges on the seamless and accurate transition of historical and operational data from legacy systems to the new platform. This is not merely a technical transfer but a complex, strategic business process that directly impacts operational continuity, regulatory compliance, and system adoption. Without a robust data migration strategy, projects risk significant delays, budget overruns, and catastrophic data integrity issues that undermine the entire ERP investment.

Data Migration Planning for ERP Projects Training Course provides project leaders and technical specialists with the methodology, frameworks, and practical skills required to architect and execute a high-quality, high-speed data migration plan. We will move beyond the common Extract, Transform, Load (ETL) tasks to focus on strategic areas like Data Quality Assurance, Data Governance, and effective Stakeholder Alignment. Participants will learn to anticipate and mitigate the most common pitfalls, leverage modern tools for Data Profiling and Cleansing, and ensure full data parity and validation. Master the essential discipline that determines ERP project success and become the indispensable Data Migration Champion within your organization.

Programme Curriculum

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Course Objectives

Upon completion of this course, participants will be able to:

1. Develop a comprehensive, phased ERP Data Migration Strategy aligned with critical business objectives.
2. Define the project scope and establish rigorous Data Governance protocols for the migration lifecycle.
3. Conduct in-depth Data Profiling and Auditing to assess source data quality and complexity.
4. Master advanced Data Cleansing and Transformation techniques to ensure data fitness for the new ERP.
5. Create detailed Data Mapping documents between legacy and target ERP system structures.
6. Evaluate and select appropriate ETL Tools and technologies for the project.
7. Design robust Cutover Planning and Go-Live strategies to minimize business downtime.
8. Implement a rigorous, multi-stage Data Validation and Reconciliation framework.
9. Apply best practices for migrating complex data objects, including Financial Data and master records.
10. Manage project risks, dependencies, and critical stakeholder communication for seamless Change Management.
11. Understand the security and Data Compliance requirements during data transfer.
12. Formulate a repeatable data migration framework for future System Upgrades and rollouts.
13. Lead the migration team and ensure Data Integrity and accuracy post-Go-Live.

Target Audience

1. Data Migration Specialists/Consultants
2. ERP Project Managers
3. IT Directors & CIOs
4. Data Quality/Governance Analysts
5. Business Process Owners (Finance, HR, Supply Chain)
6. System/Database Administrators (DBAs)
7. Data Architects & ETL Developers
8. Internal Audit and Compliance Officers

Course Modules

Module 1: Strategic Planning and Governance

- Defining the Data Migration Charter, Scope, and Success Metrics.
- Data Governance framework.
- Selecting the right migration approach.
- Creating the High-Level Project Plan, Timeline, and Resource Allocation.
- Case Study: Analyzing a manufacturing company's decision to shift from Big-Bang to a Phased migration to de-risk its supply chain disruption.

Module 2: Data Audit and Quality Assessment

- Techniques for comprehensive Source System Analysis and Data Inventory.
- Performing Data Profiling to uncover anomalies, redundancy, and data lineage.
- Establishing Data Quality Rules and metrics
- Tools and methods for quantifying the Data Cleansing effort and resource requirements.
- Case Study: Using automated data profiling tools to identify and quantify poor quality customer master data in a retail ERP migration.

Module 3: Data Mapping and Transformation

- Best practices for creating detailed Source-to-Target Data Mapping documents.
- Developing and documenting complex Transformation Rules and algorithms
- Designing the Staging Area/Landing Zone for temporary data storage and cleansing.
- Techniques for handling and mapping different types of data
- Case Study: Mapping complex General Ledger account structures from three legacy systems into a single target ERP Chart of Accounts.

Module 4: ETL Tool Selection and Development

- Evaluation criteria for selecting ETL Tools
- Principles of designing efficient ETL Pipelines and data load programs.
- Managing iterations and version control of migration scripts and transformation logic.
- Techniques for optimizing ETL performance with large Data Volumes.
- Case Study: Comparing the use of a major ERP's native migration tool against a third-party ETL platform for a high-volume financial data load.

Module 5: Data Validation and Reconciliation

- Designing a multi-stage Data Validation Framework
- Methods for Data Reconciliation: ensuring financial and record counts match between source and target.
- Establishing tolerance levels for data discrepancies and formal sign-off processes.
- Using automated tools for comparison and generating Audit Trails of the migration.
- Case Study: Developing a reconciliation dashboard for a global HR data migration, focusing on employee count and salary data parity.

Module 6: Cutover and Go-Live Planning

- Developing the detailed Cutover Plan and scheduling critical activities.
- Strategies for minimizing System Downtime and achieving a smooth transition.
- Planning for Rollback Strategies and contingency scenarios.

- Post-Go-Live support and the final retirement of legacy systems.
- Case Study: A logistics company's successful cutover plan that executed a 48-hour data load with zero operational downtime.

Module 7: Data Security and Compliance

- Implementing data security protocols during the transfer process
- Addressing Data Compliance requirements during transformation and staging.
- Strategies for data anonymization or masking for non-production environments.
- Establishing controls for migration in two-tier or hybrid ERP architectures.
- Case Study: Ensuring regulatory compliance when migrating customer data with personal identifiable information (PII) across international borders.

Module 8: Project Management and Risk Mitigation

- Identifying common Data Migration Pitfalls and developing mitigation plans.
- Effective Stakeholder Alignment and managing business expectations.
- Techniques for tracking project progress, health, and reporting to steering committees.
- Post-implementation review and documentation for a repeatable migration framework.
- Case Study: Analyzing a project that failed due to lack of business ownership for data cleansing and how a strong change management plan saved a subsequent attempt.

Training Methodology

This course employs a participatory and hands-on approach to ensure practical learning, including:

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call +254769199797

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

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