Knowledge Asset Management Training Course

Professional Development Training Course Outline

Category	Library Institute	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Knowledge Asset Management is a strategic discipline that enables organizations to identify, capture, organize, protect, share, and optimize valuable knowledge resources to improve operational excellence, innovation, digital transformation, organizational resilience, and competitive advantage. As organizations increasingly rely on data-driven decision-making, artificial intelligence, cloud collaboration, and enterprise knowledge systems, effective knowledge asset management has become essential for sustainable growth, business continuity, governance, and institutional memory. Knowledge Asset Management Training Course equips participants with practical approaches for managing intellectual capital, tacit knowledge, explicit knowledge, and digital knowledge repositories using internationally recognized best practices.

Participants will explore modern frameworks, knowledge governance models, enterprise content management, digital collaboration platforms, knowledge analytics, information lifecycle management, and organizational learning strategies. Through practical exercises and global case studies, learners will develop competencies for creating knowledge-sharing cultures, improving productivity, reducing knowledge loss, strengthening innovation ecosystems, enhancing decision intelligence, and supporting organizational performance in both public and private sector environments.

Programme Curriculum

Knowledge Asset Management Training Course

Introduction

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Course Objectives

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

1. Develop enterprise Knowledge Asset Management strategies.
2. Strengthen organizational knowledge governance frameworks.
3. Implement digital knowledge repositories effectively.
4. Optimize knowledge sharing and collaboration.
5. Improve intellectual capital management practices.
6. Integrate Artificial Intelligence into knowledge management.
7. Enhance knowledge risk management and compliance.
8. Design knowledge capture and retention systems.
9. Measure knowledge performance using analytics.
10. Promote organizational learning and innovation.
11. Improve business continuity through knowledge preservation.
12. Strengthen digital transformation using knowledge assets.
13. Apply global best practices in Knowledge Asset Management.

Organizational Benefits

- Improved organizational knowledge retention.
- Increased operational efficiency.
- Enhanced innovation and creativity.
- Better strategic decision-making.
- Reduced knowledge loss risks.
- Stronger business continuity planning.
- Improved regulatory compliance.
- Enhanced employee collaboration.
- Greater customer service excellence.
- Sustainable competitive advantage.

Target Audience

- Knowledge Management Professionals
- Information Managers
- Records and Archives Officers

- Digital Transformation Managers
- Human Resource Professionals
- ICT Professionals
- Project Managers
- Senior Executives and Departmental Managers

Course Duration: 5 days

Course Modules

Module 1: Foundations of Knowledge Asset Management

- Principles of knowledge asset management
- Types of organizational knowledge
- Knowledge lifecycle management
- Knowledge governance fundamentals
- Organizational knowledge strategy
- Global Case Study: IBM Knowledge Management Program

Module 2: Knowledge Capture and Retention

- Knowledge identification techniques
- Tacit knowledge capture methods
- Knowledge documentation standards
- Knowledge retention planning
- Expertise mapping
- Global Case Study: NASA Knowledge Capture Initiative

Module 3: Knowledge Sharing and Collaboration

- Knowledge sharing frameworks
- Communities of practice
- Digital collaboration platforms
- Organizational learning culture
- Employee engagement strategies
- Global Case Study: Microsoft Knowledge Sharing Culture

Module 4: Knowledge Repositories and Technologies

- Enterprise content management
- Knowledge repositories
- Artificial Intelligence applications
- Cloud knowledge platforms

- Information retrieval systems
- Global Case Study: Google Enterprise Knowledge Systems

Module 5: Knowledge Governance and Risk Management

- Knowledge governance policies
- Information security practices
- Intellectual property protection
- Compliance management
- Knowledge risk assessment
- Global Case Study: Shell Knowledge Governance Framework

Module 6: Knowledge Analytics and Performance

- Knowledge performance indicators
- Data-driven decision making
- Knowledge analytics dashboards
- Performance measurement
- Continuous improvement strategies
- Global Case Study: Siemens Knowledge Analytics

Module 7: Innovation and Organizational Learning

- Innovation management
- Organizational learning models
- Change management integration
- Continuous knowledge improvement
- Innovation ecosystems
- Global Case Study: Toyota Continuous Learning System

Module 8: Enterprise Knowledge Strategy

- Strategic knowledge planning
- Digital transformation alignment
- Leadership in knowledge management
- Enterprise knowledge roadmap
- Future trends and emerging technologies
- Global Case Study: World Bank Knowledge Management Program

Training Methodology

- Interactive expert-led presentations
- Facilitated group discussions
- Practical workshops and simulations
- Individual and team-based exercises
- Knowledge management software demonstrations
- Case study analysis
- Problem-solving sessions
- Experience sharing and peer learning
- Action planning and implementation exercises
- Continuous assessment and feedback

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

Start Date	End Date	Location	Price
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

Ready to enroll or request a customized program? Book online or contact us:

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