

Course : IT contracts: understanding the specifics and mastering purchasing

hardware, software, services...

Synthesis course - 2d - 14h00 - Ref. CFN

Price : 2020 CHF E.T.

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This course is designed for anyone wishing to gain a better understanding of the different types of IT contracts (hardware, licenses, services, outsourcing, Internet...) and to acquire the essential legal aspects that are particularly relevant to the IT field.

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Discover the different types of IT contracts and their specific features
- ✓ Master the essential principles of contract reading
- ✓ Understanding the rights and obligations of the parties
- ✓ Explain typical IT contract clauses

Intended audience

This course is aimed at all stakeholders involved in IT contract management: managers, IT buyers, license managers, lawyers, etc.

Prerequisites

No special knowledge required.

Practical details

Example

Theoretical input, practical case studies on contracts. Individual and small-group work.

Course schedule

PARTICIPANTS

This course is aimed at all stakeholders involved in IT contract management: managers, IT buyers, license managers, lawyers, etc.

PREREQUISITES

No special knowledge required.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

1 Introduction

- Key concepts.
- Definitions: contract, obligation, products, services...
- Introduction to contract law.
- Special features of IT contracts.

2 Contract life cycle stages

- Contract initiation (requirements, duration, over-the-counter, tender).
- Negotiation of terms and rates.
- Negotiations completed and contracts signed.
- Life of the contract.
- Dispute resolution.
- Contract renewal (tacit renewal, notice period).
- Endorsements and purchase orders.
- Contract termination (term, early termination, dispute).

3 Hierarchy of contracts and contractual documents

- The main contractual documents.
- Hierarchical principles of contracts.
- Contract management.

4 Obligations of the parties and contractual clauses

- The duty to advise.
- Intellectual property.
- Audit, benchmark, transferability and non-retention clauses.
- Confidentiality obligation.
- Customer duties, duty of cooperation, discretion...

Storyboarding workshops

Sample clauses, analysis. Case law.

5 Price list

- Pricing.
- Price changes during the term of the contract.
- Terms and conditions of payment.

6 Special features

- Maintenance and support.
- Subcontracting.
- Transfer of ownership.
- Guarantees.
- Training and skills transfer.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

7 Overview of the different types of contracts and their specific features

- Service contracts (time and materials, fixed-price).
- Service contracts (outsourcing, cloud).
- Material sales contracts (products, defects, latent defects, warranty of conformity).
- Rental contract.
- License agreement (right of use, maintenance).
- The software contract (copyright, source code, absence of eviction, use, updating).
- Mixed and distribution contracts.
- Other types of IT contracts.

Dates and locations

REMOTE CLASS

2026: 26 Mar., 4 June, 17 Sep., 8 Dec.