Digital and artificial intelligence

Digitalisation of the Management System

One day to move from a management system on paper and scattered spreadsheets to coherent digital control: controlled documents, records entered at source, actions tracked, indicators up to date. Participants start from their own system, choose what to digitalise first and leave with a realistic roadmap, whatever tool is selected.

Duration : 1 day

Objectives

1. Assess the current level of digitalisation of your management system, process by process
2. Identify the requirements of ISO 9001:2026, ISO 14001:2026 and ISO 45001:2018 on documented information that a tool must meet
3. Choose the functions to digitalise first: documents, records, actions, audits, indicators
4. Define the criteria for choosing a tool and the conditions for migrating existing material
5. Build a step-by-step digitalisation roadmap

Programme

Day 1 — morning

• Express diagnosis: where your documents, records, actions and indicators are today

• Documented information in a digital tool: creation, approval, distribution, versions, retention

• Digital forms and field data entry: checks, checklists, readings on a tablet or phone

• Nonconformities, complaints and action plans in a single workflow

Day 1 — afternoon (workshop)

• Audits, management review and indicators fed from the data entered

• Examples on Normativa and Inspirra, tools developed by Afflatus, and a comparison grid with other solutions

• Migrating existing material, access rights, backups, user support

• Workshop: the digitalisation roadmap for your system; knowledge test

Teaching methods

• Diagnosis carried out on your own system, prepared before the session

• Demonstrations of tools in use, with no commitment to any solution

• Case study: the route of a nonconformity from detection to closure, on paper then digitally

• Tool selection grid completed in the session

• Exchanges between quality, production and information systems

Assessment and documents

Knowledge test at the end of the day, end-of-course survey the next day. Numbered certificate, verifiable online, for each participant; the company receives the training report, the digitalisation diagnosis and the roadmap produced in the workshop.

Bilingual materials for every participant; each classroom course comes with its digital twin on OmniLearn.

Good to know

This day is part of the Augmented QSE Path, together with “AI Applied to QSE”. To build management dashboards afterwards, the course “Power BI and Automated Dashboards” takes over.

Practical information

Duration	1 day
Audience	QSE managers, process owners, information systems, management
Prerequisites	Knowledge of the company’s management system
Group size	Groups of 6 to 12 participants, in-company
Format	In-company, face to face on your site
Language	French, Darija or English; bilingual materials
Funding	OFPPT special training contracts (TFP), GIAC, Maroc PME: we prepare the applications with you, at no extra cost.
Programme customisation	Programme adapted to your procedures, your equipment and your audience

Frequently asked questions

Do we need to have already chosen software?

No, and it is even better to take the course beforehand. It helps you define what the tool must do for your system and compare offers using objective criteria.

Does the course impose Afflatus tools?

No. Normativa and Inspirra serve as concrete examples because our trainers know them from the inside. The selection grid handed over in the workshop is neutral and applies to any solution, including the one you already use.

Is a digital management system accepted in a certification audit?

Yes. The standards do not require any medium. The auditor checks that documented information is controlled: approved, accessible, protected, up to date. A well-configured tool often makes this easier to demonstrate.

Who should attend?

The QSE manager, a few process owners and a representative of information systems. Management benefits from attending the presentation of the roadmap at the end of the day.