

PROGRAM SYLLABUS

AI Implementation Course for Procurement Leaders

Online Certificate Program

Last update: February 7, 2026

PT | Procurement
Tactics



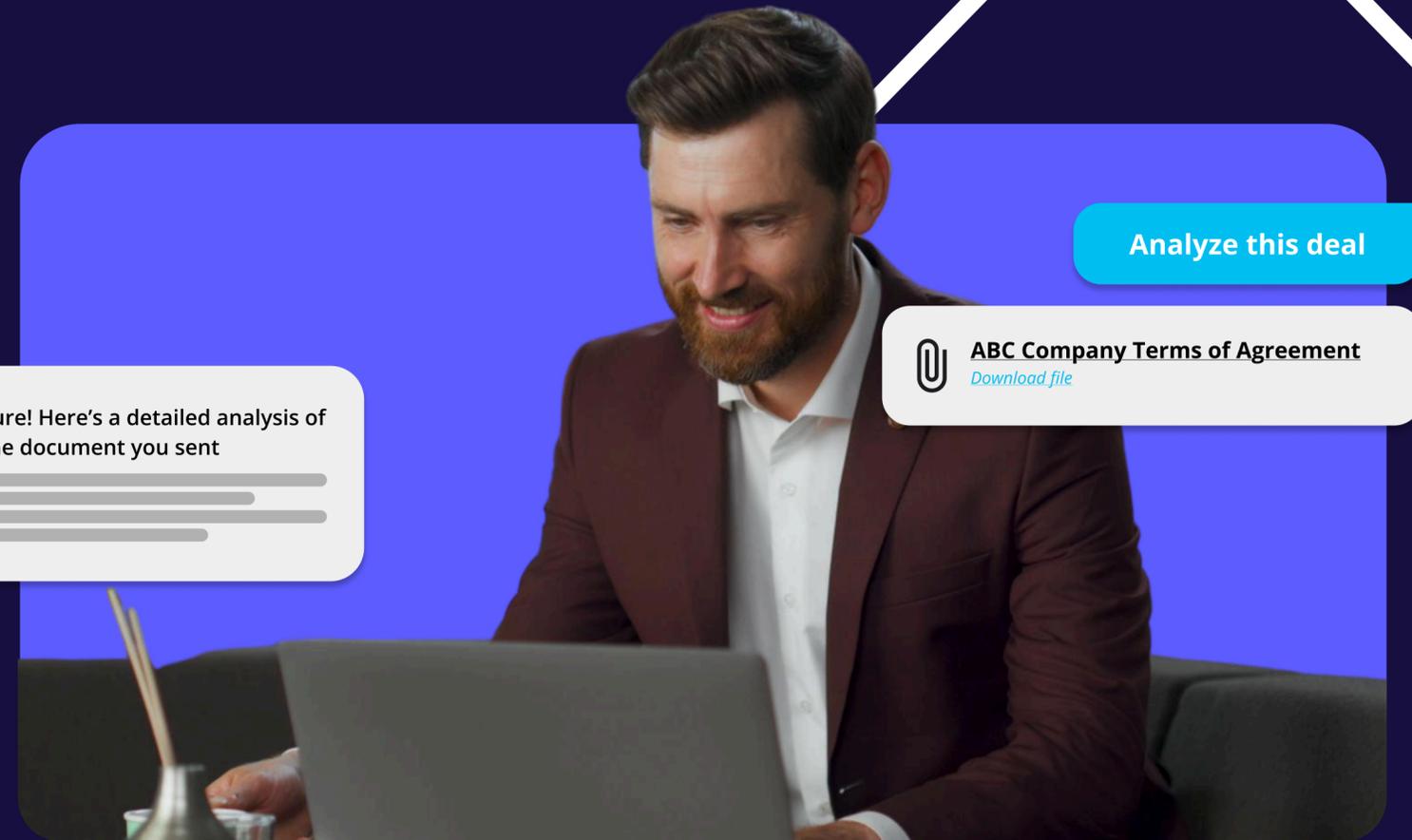
Sure! Here's a detailed analysis of the document you sent



ABC Company Terms of Agreement

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Analyze this deal



An overview

What can you expect of this program?

AI Implementation Course for Procurement Leaders

This course is designed for procurement leaders who want to lead AI adoption within their teams—but do not know where to start or how to do it safely. This course is not about using tools like ChatGPT or writing prompts; it is about leading the change, creating clear AI policies, building a practical AI implementation roadmap, and helping your team embrace AI without risking sensitive data or running into security issues.

You will explore key strategies to introduce AI effectively, encourage team adoption, understand the tools available, and avoid common pitfalls. By the end of the course, you will be equipped with a ready-to-use AI policy, a ready-to-use adoption plan, and the confidence to lead your team into the new way of working.



– Marijn Overvest, founder Procurement Tactics

-  **Online, self-paced learning**
-  **Subtitles in 5 different languages**
-  **AI Implementation *Templates***
-  **Interactive *case studies***
-  **8-16 hours *study material***
-  **12 months *course access***
-  **Official *certificate upon completion***
-  **Ready-to-use *prompts you can copy/paste***
-  **Reading materials & *bonus content***
-  **60-day *money-back guarantee***

200+ companies trust us



About Your Instructor

Ralph de Groot

Your instructor for this course is Ralph de Groot, an entrepreneur with broad experience in the tech industry, gained from working in several startups. Ralph is passionate about learning and always exploring the potential of artificial intelligence. He focuses on integrating AI into the entire procurement process, from automating routine tasks to enhancing more complex, strategic activities.

Ralph specializes in creating courses that combine theory, ethical considerations, and practical strategies for using AI tools, including ChatGPT, to improve procurement processes. One of his key areas of expertise is crafting effective AI prompts and applying AI to various procurement tasks like preparing for negotiations, conducting negotiations, creating RFQs and RFIs, drafting contracts, processing invoices, and managing supplier relationships. His guidance will help you confidently use AI and make the most out of your procurement processes.



Learning objectives

And take your career to the next level

What you will learn

- Understand the barriers preventing technological transitions and apply strategies to overcome these**
Recognize obstacles to tech adoption and implement strategies to address resistance, skill gaps, and integration issues.
- Create and plan your AI adoption strategy**
Create a clear AI adoption plan by assessing readiness, setting goals, metrics and aligning AI initiatives with business objectives.

The perfect fit for

This course is designed for procurement leaders who want to adopt AI into their workflows and lead their team through this transition. It's perfect for professionals aiming to help their team embrace the change and successfully manage the organizational shift towards AI integration.

- Plan, create and communicate your internal AI policy**
Establish and share an AI policy that covers ethics, data privacy, and security within your organization.
- Measure AI's impact on your workflows**
Track AI's effectiveness by measuring KPIs like efficiency, cost savings, and decision-making improvements.

Curriculum structure

Practical. Comprehensive. Game changing.

1. Your Role in AI Adoption—Where to Start

6 lessons

Module 1 Introduction What AI Can and Can't Do for Procurement Teams Common Mistakes When Adopting AI in Procurement
Planning your AI adoption Strategy The AI Leadership Mindset—How to Guide Your Team with Confidence Module 1 Wrap-Up

2. Creating an AI Policy—Rules for Safe & Effective Use

7 lessons

Module 2 Introduction Why Your Procurement Team Needs an AI Policy
AI & Data Security—How to Protect Sensitive Procurement Information
What's Allowed and What's Forbidden? Setting AI Usage Boundaries Downloadable AI Policy Template—Ready to Use
How to Roll Out Your AI Policy to Your Team Module 2 Wrap-Up

Curriculum structure

Practical. Comprehensive. Game changing.

3. Implementing AI—How to Enable Your Team

5 lessons

Module 3 Introduction

How to Introduce AI to Your Procurement Team Without Overwhelming Them

Addressing Senior Management's AI Skepticism

Encouraging Experimentation—How to Let Teams Explore AI Safely

Module 3 Wrap-Up

4. AI Tools & Building Your Own Solutions

6 lessons

Module 4 Introduction

What AI tools are available for Procurement?

How Procurement Software is Integrating AI

Should You Buy Off-the-Shelf AI or Build Your Own?

How to Choose the Right AI Tools for Your Procurement Needs

Module 4 Wrap-Up

Curriculum structure

Practical. Comprehensive. Game changing.

5. Risks & Common Pitfalls (and How to Avoid Them)

6 lessons

- Module 5 Introduction
- AI Risks in Procurement—What Can Go Wrong?
- Preventing AI Security Failures in Procurement
- Avoiding AI Misinformation & Ensuring Fact-Checking
- Legal & Compliance Risks in AI-Driven Procurement
- Module 5 Wrap-Up

6. AI Roadmap—Long-Term Strategy for Procurement Teams

6 lessons

- Module 6 Introduction
- Step-by-Step AI Adoption Roadmap (From 3 Months to 1 Year and Beyond)
- How to Turn AI into a Long-Term Habit—Without Slowing Your Team Down
- Measuring AI's Success—How to Track AI's Impact in Procurement
- Module 6 Wrap-Up
- Course Wrap-Up

MODULE 1

What you can expect

1. Your Role in AI Adoption—Where to Start

In this Module, we will start by explaining what AI can and cannot do in procurement, so you can set realistic expectations from the start. The module also covers common mistakes leaders make when adopting AI and how to avoid them. You will get practical tips on how to take the first steps toward AI adoption without overwhelming your team.

Plus, we will provide a template to help you plan your AI adoption strategy and a change management model to lead your team smoothly through the transition.

Content

1. Module 1 Introduction
2. What AI Can and Cannot Do for Procurement Teams
3. Common Mistakes When Adopting AI in Procurement
4. Planning your AI Adoption Strategy
5. The AI Leadership Mindset—How to Guide Your Team with Confidence Supply Chain Management
6. Module 1 Wrap-Up

MODULE 2

What you can expect

2. Creating an AI Policy—Rules for Safe & Effective Use

In this module, you will learn how to create your own AI policy for your procurement team. We will cover what to include in the policy, such as security rules and when human oversight is needed. You will also learn how to communicate the policy clearly to your team so everyone understands and follows it.

Plus, you will get a simple AI policy template to use right away. By the end, you will be able to set clear guidelines to keep your team safe and make the most of AI.

Content

1. Module 2 Introduction
2. Why Your Procurement Team Needs an AI Policy
3. AI & Data Security—How to Protect Sensitive Procurement Information
4. What is Allowed and What is Forbidden? Setting AI Usage Boundaries
5. Downloadable AI Policy Template—Ready to Use
6. How to Roll Out Your AI Policy to Your Team
7. Module 2 Wrap-Up

MODULE 3

What you can expect

3. Implementing AI—How to Enable Your Team

In this module, you will learn how to help your team adopt AI effectively in procurement. We will cover how to introduce AI in a practical way, address any resistance, and encourage safe experimentation. You will also learn how to make AI adoption sustainable, so your team continues using it over time.

Plus, you will get a board presentation template to explain AI's value to senior management.

Content

1. Module 3 Introduction
2. How to Introduce AI to Your Procurement Team Without Overwhelming Them
3. Addressing Senior Management's AI Skepticism
4. Encouraging Experimentation—How to Let Teams Explore AI Safely
5. Module 3 Wrap-up

MODULE 4

What you can expect

4. AI Tools & Building Your Own Solutions

In this module, you will learn about the different AI tools available for procurement and how to choose the right ones for your team. We'll cover general AI tools, procurement-specific software, and the difference between using pre-built tools versus creating custom solutions. You will also learn how to evaluate AI tools to ensure they meet your procurement needs and how AI is evolving in the field.

Content

1. Module 4 Introduction
2. What AI tools are available for procurement?
3. How Procurement Software is Integrating AI
4. Should You Buy Off-the-Shelf AI or Build Your Own?
5. How to Choose the Right AI Tools for Your Procurement Needs
6. Module 4 Wrap-up

MODULE 5

What you can expect

5. Risks & Common Pitfalls (and How to Avoid Them)

In this module, you will learn about the risks and common mistakes that can occur when using AI in procurement. We will cover how to prevent security breaches, protect sensitive data, and avoid compliance issues.

You will also learn why it is important to fact-check AI-generated insights and how to train your team to do so. Plus, you will get an AI security checklist to help ensure safe and responsible use.

Content

1. Module 5 Introduction
2. AI Risks in Procurement—What Can Go Wrong?
3. Preventing AI Security Failures in Procurement
4. Avoiding AI Misinformation & Ensuring Fact-Checking
5. Legal & Compliance Risks in AI-Driven Procurement
6. Module 5 Wrap-up

MODULE 6

What you can expect

6. AI Roadmap—Long-Term Strategy for Procurement Teams

In this module, you will learn how to create a long-term AI adoption strategy for procurement. We will guide you in building a structured roadmap with clear milestones for the next few months and years.

You will also learn how to balance short-term improvements with long-term goals, train your team to use AI daily, and track its success to ensure continuous improvement.

Content

1. Module 6 Introduction
2. Step-by-Step AI Adoption Roadmap
(From 3 Months to 1 Year and Beyond)
3. How to Turn AI into a Long-Term Habit
—Without Slowing Your Team Down
4. Measuring AI's Success—How to Track
AI's Impact in Procurement
5. Module 6 Wrap-up
6. Course Wrap-up

Learn in demand skills

Take your career to the next level



Real-world projects

Develop practical skills through learning from real-world examples and studying dozens of inspiring case studies.



Self-paced online learning

Learn anywhere, anytime, and at your own pace with our fully online training program.



Personal coach & practitioner community

Contact your personal coach if you need any assistance or input, and collaborate with procurement professionals from around the world.



Our Learning Methodology

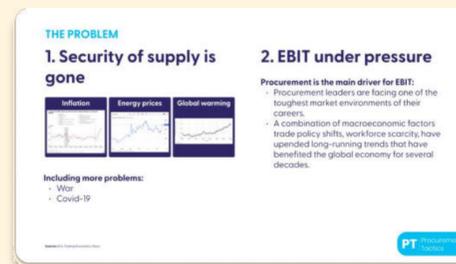
Enabling learners to be outstanding



Learners understand facts, concepts, processes, and learn best practices.



Learners see examples to bring the concepts to life.



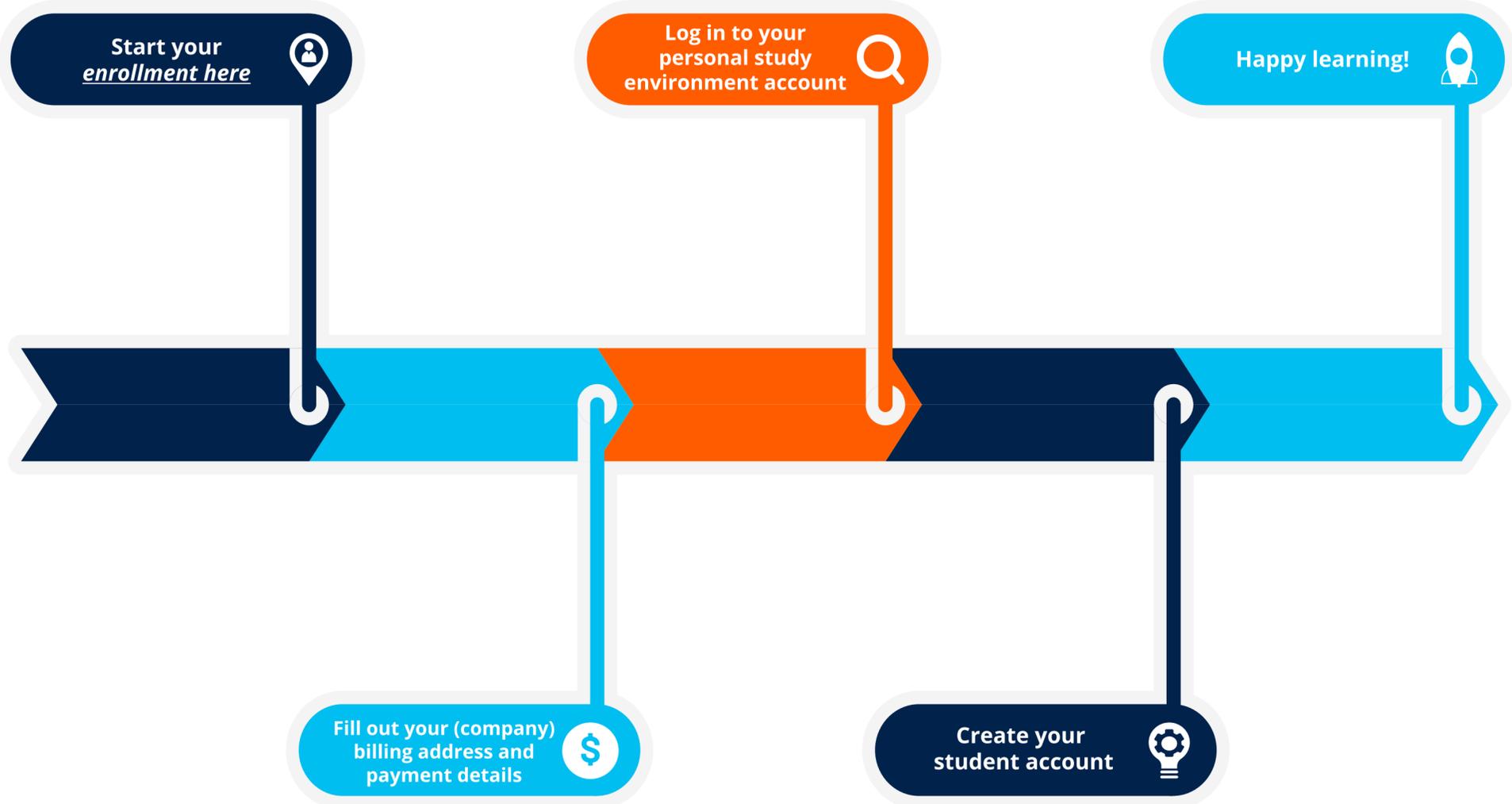
Learners practice skills and concepts through hands-on activities and case studies.

Record of proposals template

| Record of proposals | Year 1 | Year 2 | Year 3 | Year 4 |
|---------------------|-----------|-----------|-----------|-----------|
| Price | 14.90 | 12.20 | 14.30 | 13.90 |
| Volume discount | 1.5% | 2.0% | 1.75% | 2.0% |
| Maximum commitment | 80,000 | 150,000 | | 100,000 |
| Agreement terms | 30 | 60 | 60 | |
| Performance | 500 | 400 | Medium | 500 |
| Contract / job | 1,000,000 | 1,000,000 | 1,300,000 | 1,500,000 |
| Performance | 5 | 8 | 10 | 10 |

How to enroll

Enroll today



Customers give us an average rating of 9.7 out of 10.

"Procurement Tactics helped my team members prepare their negotiation strategies and tactics to achieve better results. It also inspired them to leverage their skills in AI. After these trainings, my team showed more confidence and achieved better results! I highly recommend the Procurement Tactics courses to any procurement professional who wants to improve their skills!"



Jason de Gan, Supply Chain & Sourcing Leader at NRG

