



## Robotic Process Automation (RPA) for the Digital 8-hour course

### Aim:

This course is an 8-hour hands-on workshop that aims to help participants understand what Robotic Process Automation (RPA) is and equip the participants with a framework and tools for creating a robot using UiPath studio.

### Objectives:

Upon successful completion of this workshop, the participants will be able to:

1. Describe the benefits and adoption of RPA in the digital workplace
2. To understand the RPA tools available for creating RPA robots
3. To understand the differences between attended and unattended robots
4. Apply the knowledge gained to create a personal attended robot using UiPath

Course Duration: 8 hours

Time	Topic
0900 - 0930 30 mins	<ul style="list-style-type: none"><li>• Welcome and Workshop Preview</li><li>• Introduction to RPA and how it impacts the digital workplace of today</li></ul>
0930-1000 30 mins	<ul style="list-style-type: none"><li>• Introduction to different tools for RPA, including UiPath, Automation Anywhere and Blue Prism</li><li>• Live demo of an RPA robot in action</li></ul>
1000-1030 30 mins	<ul style="list-style-type: none"><li>• Methodologies in process review that enables RPA tools</li><li>• Difference between attended and unattended bots</li></ul>
1030-1100	<ul style="list-style-type: none"><li>• Tea Break</li></ul>
1100-1200	<ul style="list-style-type: none"><li>• Hands-on: UiPath Basics – Sequence and variables</li></ul>
1200-1300	<ul style="list-style-type: none"><li>• Lunch</li></ul>
1300-1400	<ul style="list-style-type: none"><li>• Hands-on: UiPath File Operations, Excel sheet manipulation</li><li>• Challenge– creates a robot to copy data from text file to excel sheet</li></ul>
1400-1430	<ul style="list-style-type: none"><li>• Hands-on: Conditions and decisions</li><li>• Challenge– To create a robot that checks data between 2 excel sheets</li></ul>

1430-1500	<ul style="list-style-type: none"><li>• Hands-on: Email operations, downloading mail attachments</li></ul>
1500-1530	<ul style="list-style-type: none"><li>• Tea Break</li></ul>
1530-1630	<ul style="list-style-type: none"><li>• Final Challenge– to create a robot that reads an email, copies data to excel and add values together</li></ul>
1630-1700	<ul style="list-style-type: none"><li>• Wrap Up/Conclusion/Q&amp;A</li></ul>