Dear <Insert Your Boss’ Name Here>,

As you know, keeping up on the latest information management practices and skills is essential for our team’s success. I believe that my completion of [**AIIM’s Emerging Technologies in Information Management Course**](https://www.aiim.org/Education-Section/Emerging-Technologies/Emerging-Technologies-in-IM) will help with this endeavor by keeping us abreast of new information management technologies.

The Emerging Technologies course will give us a detailed understanding of Artificial Intelligence, Blockchain, the Cloud, and Robotic Process Automation. I will learn the benefits, limitations, and use cases for each technology in information management.

After taking this course, I will know:

* Use cases for the Cloud, RPA, AI, and Blockchain in our information management strategy
* The limitations and advantages of moving our information management to the Cloud
* What RPA software is and where it fits in the broader spectrum of enterprise automation
* The benefits and limitations of RPA
* Where AI, machine learning, and deep learning fit along with related adjacent domains
* How Blockchain actually works and what it does

The cost of this course is <Insert price here>.

Non-member price: $595

Member price: $535

Upon completion, I’ll share key strategies and takeaways, including those that we can implement immediately and will positively impact our bottom line.

Thank you for your consideration.

<Insert Your Name Here>