

# GLOSSARY

## Effectively Leading Digital Transformation

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Use these terms and definitions below to understand concepts taught in the course.

**Transcript Search:** Note that you can search for terms directly within the course. To search video text, switch to the *Transcripts* tab, then press Cmd/Ctrl + F on your keyboard to run a search within the active transcript.

Term	Definition
<b>cloud</b>	A global network of servers that are hooked together to store and manage data, run applications, or deliver other services
<b>data retention policy</b>	A set of guidelines to help organizations decide what data is essential to keep and what can be eliminated
<b>digital transformation</b>	The application of digital technologies to impact all fundamental aspects of society and business
<b>digitize</b>	To turn physical hard copies of information into digital form
<b>machine learning</b>	An application of artificial intelligence that gives computers the ability to look at results of problems and use them to make predictions for similar problems, continuing to learn and refine as more information is processed
<b>mobile revolution</b>	The current trend of global connectivity through mobile devices