



innovit

iWirkflo

Software Training Programs (2018)

iWirkflo End-User Training

iWirkflo Designer & System Administrator Training

Innovit's iWirkflo training programs provide your team with theory and practical based skills so as to more easily design, implement and maintain business-specific workflow processes using the iWirkflo software.

To register your place within any of Innovit's iICE Software Training programs, please visit the training section of the Innovit website: www.innovit.com

iWirkflo User Training

iWirkflo is a graphical user interface that allows people to maintain and control workflow processes. This course specifically provides the 'end-user'; the people who are entering data or completing specific tasks within the workflow process such as review and approve. The classroom training provides an excellent overview and navigation of the software, as well as how it can be configured to improve the end-user experience.

Audience: Relevant for data admin/system users, or review/approve level data administrators.

- Introducing workflow concepts
- Beginning new workflows
- Introduction to your workflow Inbox
- Performing data maintenance and validation
- Using the system reports and dashboard
- Advanced system capability overview

Sydney sessions 2018:	March 15, June 14, September 13
Melbourne sessions 2018:	March 22, June 21, September 20
Duration:	9am to 11am
Cost:	\$400 per person (\$350pp for 2 or more)

iWirkflo Designer & System Administrator Training

This training program has been designed for the iWirkflo system administrators or the advanced power user. Program includes aspects on how to design and create workflow processes, as well as perform system administration and configuration tasks. *To gain the most from this session, we recommend that someone from your team has previously undertaken an iICE MDM Technical Training program.*

Audience: Relevant for data admin/system users, or the next level of data entry/support

- Workflow design concepts
- Guide to designing your workflow process
- Building design templates
- Using the forms designer
- Design sharing and collaboration
- User group and organisational management
- User roles and security
- Email notification configurations
- Calendar configurations and management
- Creating meaningful reports
- Reporting and monitoring workflows
- Advanced message syndication configuration

Sydney sessions 2018:	March 16, June 15, September 14
Melbourne sessions 2018:	March 23, June 22, September 21
Duration:	9am to 5pm
Cost:	\$850 per person (\$735pp for 2 or more)

Prices are exclusive of GST. Training performed outside Sydney or Melbourne may incur additional costs. Places within Innovit training programs are only guaranteed by pre-payment. Innovit reserves the right to re-schedule training dates.

Note: Innovit also provides onsite, customised training programs