

Classroom Training Courses

February 2012

- 2 Form Flow Design (Afternoon Session)
- 3 Bill of Materials (Morning Session)
- 3 Engineering Change (Afternoon Session)
- 7 Job Scheduling/Costing
- 8 Master Scheduling & MRP
- 13 Expandable for Accountants

March 2012

- 5 & 6 Inventory Management (2 day class)
- 7 Bill of Materials (Morning Session)
- 7 Engineering Change (Afternoon)
- 8 Crystal for Expandable Report Writer
- 9 Form Flow Design (afternoon Session)
- 12 Purchasing (Morning Session)
- 12 Advanced Purchasing (Afternoon Session)
- 13 Sales Order Admin. (Morning Session)
- 13 Advanced Sales Orders (Afternoon Session)
- 14 AP Voucher Entry (AP 1) (Morning Session)
- 14 AP Check Run (AP 2) (Afternoon Session)
- 15 AR Invoice Entry (AR1) (Morning Session)
- 15 AR Remittance Entry (AR2) (Afternoon Session)
- 19 Expandable for Accountants
- 20 General Ledger 1 (Morning Session)
- 20 Month End Close 2 (Afternoon Session)
- 21 Job Scheduling/Costing
- 22 Master Scheduling & MRP

April 2012

- 5 Form Flow Design (Afternoon Session)
- 10 Bill of Materials (Morning Session)
- 10 Engineering Change (Afternoon Session)
- 11 Job Scheduling/Costing
- 12 Master Scheduling & MRP
- 17 Expandable for Accountants

May 2012

- 7 Crystal for Expandable Report Writer
- 8 & 9 Inventory Management (2 day class)
- 10 Bill of Materials (Morning Session)
- 10 Engineering Change (Afternoon)
- 11 General Ledger 1 (Morning Session)
- 11 Month End Close 2 (Afternoon Session)
- 14 Purchasing (Morning Session)
- 14 Advanced Purchasing (Afternoon Session)
- 15 AP Voucher Entry (AP 1) (Morning Session)
- 15 AP Check Run (AP 2) (Afternoon Session)
- 16 Sales Order Admin. (Morning Session)
- 16 Advanced Sales Orders (Afternoon Session)
- 17 AR Invoice Entry (AR1) (Morning Session)
- 17 AR Remittance Entry (AR2) (Afternoon Session)
- 18 Job Scheduling/Costing
- 20 - 22 IEUGA Conference in San Jose
- 23 Expandable for Accountants
- 24 Form Flow Design (afternoon Session)
- 25 Master Scheduling & MRP

Web-based e-Training

February 2012

- 2 Form Flow Design (Morning Session)
- 6 Crystal for Expandable Report Writer
- 6 Inventory Management
- 9 Purchasing (Morning Session)
- 9 Advanced Purchasing (Afternoon Session)
- 10 AP Voucher Entry (AP 1) (Morning Session)
- 10 AP Check Run (AP 2) (Afternoon Session)
- 14 General Ledger 1 (Morning Session)
- 14 Month End Close 2 (Afternoon Session)
- 15 Sales Order Admin. (Morning Session)
- 15 Advanced Sales Orders (Afternoon Session)
- 16 AR Invoice Entry (AR1) (Morning Session)
- 16 AR Remittance Entry (AR2) (Afternoon Session)

March 2012

- 9 Form Flow Design (Morning Session)

April 2012

- 5 Form Flow Design (Morning Session)
- 6 Inventory Management
- 9 Crystal for Expandable Report Writer
- 12 Purchasing (Morning Session)
- 12 Advanced Purchasing (Afternoon Session)
- 13 AP Voucher Entry (AP 1) (Morning Session)
- 13 AP Check Run (AP 2) (Afternoon Session)
- 16 General Ledger 1 (Morning Session)
- 16 Month End Close 2 (Afternoon Session)
- 24 Sales Order Admin. (Morning Session)
- 24 Advanced Sales Orders (Afternoon Session)
- 25 AR Invoice Entry (AR1) (Morning Session)
- 25 AR Remittance Entry (AR2) (Afternoon Session)

May 2012

- 24 Form Flow Design (Morning Session)

FRx and Bizinsight classes are taught upon request. Please call Briana Payne at 408-869-8104 to make arrangements.

Free Videos Available

As of July 2011 Expandable For New Users training will be on the web under Training Videos.

You must login to the Customer Resource Center to view these videos.

Completion of these videos are prerequisites for all Classroom and Web-based training classes.

Expandable for New User Training:

• Introduction

1. Expandable Screens
Title Bar
Menu Bar
Speedbar

2. Editors

3. Inquiries and Reports

4. Help

5. Favorites

6. QBE

FAQ Videos:

- Using the Rights Editor
- Configuring Inquiries
- Utilizing User Fields
- Making a Field Mandatory
- Setting up the Favorites and History Menus
- Setting Up an Information Link

Security Videos:

- Password Upload
- Security Options

Classroom Training Courses

Web-based e-Training

June 2012

- 7 Form Flow Design (Afternoon Session)
- 12 Bill of Materials (Morning Session)
- 12 Engineering Change (Afternoon Session)
- 13 Job Scheduling/Costing
- 14 Master Scheduling & MRP
- 21 Expandable for Accountants

June 2012

- 7 Form Flow Design (Morning Session)
- 8 Inventory Management
- 11 Crystal for Expandable Report Writer
- 14 Purchasing (Morning Session)
- 14 Advanced Purchasing (Afternoon Session)
- 15 AP Voucher Entry (AP 1) (Morning Session)
- 15 AP Check Run (AP 2) (Afternoon Session)
- 18 Sales Order Admin. (Morning Session)
- 18 Advanced Sales Orders (Afternoon Session)
- 19 AR Invoice Entry (AR1) (Morning Session)
- 19 AR Remittance Entry (AR2) (Afternoon Session)
- 20 General Ledger 1 (Morning Session)
- 20 Month End Close 2 (Afternoon Session)