XMPro User Administration and Basic Process Design

Duration: 3 Days (On Demand)

Prerequisite: The delegate must have thorough windows skills and business knowledge.
Experience with VBScript will be advantageous.

Who Should Attend: Any user who will be assigned the responsibility of managing the day to day responsibilities of the XMPro solution.

What You Will Learn: At the completion of this training session, participants will be competent in the following:

- Understand the structure of XMPro and have the skills to maintain an existing site
- Create and manage roles
- Create and manage role groups
- Create and manage users
- Create basic functional processes

Course Content – XMPro User Administration and Basic Process Design

Introduction to XMPro

- Introduction to Business Process Management, Workflow and XMPro

XMPro Workspace

- The XMPro Workspace Interface
- Changing Password

XMPro Designer

- Installing and Uninstalling the XMPro Designer
- Creating new XMPro Site Files

Administrator Model

- Creating, Editing and Deleting Role Groups and Roles
- Configuring the Report To, Route To and Escalate To Property for a Role
- Observing the Organizational Structure

- Creating, Editing and Deleting Users
- Passwords

Process Model

- Creating, Editing and Deleting Process Groups and Processes
- Creating, Editing and Deleting Activities
- The Event Create Property
- Creating, Editing and Deleting Objects
- Observing the Object in the XMPro Workspace
- Creating Simple Triggers and Scripts
- Custom Error Messages
- Using the Column Property
- Exporting and Importing with the Site Migrator
- Using the Integrity Checker
- Using the Change Impact Analyser
- Using the XMPro Designer Options