CONTENT MANAGER REPORTING MASTERCLASS

Course Duration

3 hours

Delivery Mode

Remote training session via Microsoft Teams

Training is delivered within your environment to contextualise the training to your setup and build version

The training session will be recorded and provided upon conclusion of training for your reference

Pre-requisites

Content Manager Introduction and Intermediate

Audience

Content Manager Administrators or Reportilize whitelisted users.

Please note, FYB can add participants to the Reportilize whitelisted user group on your behalf as part of training preparation.

This training course allows you to have up to a maximum of 10 trainees to attend.

Overview

This training course provides attendees with an advanced understanding of how the information identified through searches can be extracted and analysed through Content Manager and FYB's Reportilize.

Attendees will learn how to use a combination of FYB's Reportilize and Content Manager functionality to create advanced reports on Records, Workflows and Actions, that can be visualised within a dashboard, or extracted for further manipulation and analysis.

Topics

This training course will cover:

▶ Advanced Searching
▶ Developing and updating Saved Searches
▶ Reportilize Overview
▶ Accessing information through Reportilize
▶ Configuring Reportilize Dashboards and Groups
▶ Developing Reportilize Report Templates
▶ Generating Statistic Reports
▶ Extracting metadata through Print Merges

Please note that the provision of training materials or digital handouts are not included in the training. However, online help guides are available to reference and quotes for custom training materials can be provided upon request.

TO BOOK NOW CLICK HERE OR CALL 1800 392 392

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