

EFI PACE

System Administration - Pace Seminar
Instructor: Terry Cora/TBD

Day 1

9:00 – 9:15

Introductions
Expectations & Goals

9:15 – 10:15

Implementation
Account Mgmt
Going Live
Support Process
Online Tools

10:15 – 10:30

BREAK

10:30 – 11:30

Object Model Browser
Category
Parent/Child
Fields
ODBC Connections
Object Model Diagrams

11:30 – 12:00

Global Setups
Country Maintenance
State Maintenance
UOM Maintenance
Terms Maintenance
Priorities
Options Lists
Notifications
Scheduled Tasks

12:00 – 1:00

LUNCH

1:00 – 1:15

Company Info
Logos
Global Security
Other Global Settings

Day 1 (Cont.)

1:15 – 3:15

Security/Permissions
Company/Password
Setup
Groups
Users

3:00 – 5:00

Workshop
Security

Day 2

9:00 – 9:15

System Information
Licensed Modules
User Licensing

9:15 – 10:15

System Reports
How Reports Work
Front End
Report Packages
Categories
Fonts
Printers
Customizations

10:15 – 10:30

BREAK

10:30 – 11:30

Standard Email
Notifications
Event Handlers
Templates

12:00 – 1:00

LUNCH

Day 2 (Cont.)

1:00 – 3:00

ePaceStation
Managing Inquiries
Setup Inquiries
Common Inquires
User Entered Inquiries
Single Object Import

3:00 – 3:30

BREAK

3:30 – 5:00

Workshop

Day 3

9:00 – 10:15

System Tools
Browser Test
System Inspector
Purge Vault
Library Manager

10:15 – 10:30

BREAK

10:30 – 11:00

User Defined Menus
Menu Item Types
Groups/Master
User Defined Views

11:00 – 12:00

Admin Console
Direct Access
Configuration Utility
System Logs
Printers
Backup/Restore
Live Update
System Time
Shutdown Procedures

12:00 – 1:00

LUNCH

1:00 – 2:00

xPath Expressions

2:00 – 3:00

XML Job Importer

3:00 – 4:30

Workshop

Day 4

9:00 – 12:00

Custom reports, Crystal
Clear
CC Setup
The ePace Database
Accessing Standard
Reports
RFE Revisited
Views
SQL Statements
(incl. 15 min. break)