

Vignette User Enablement - Collaboration 7.1

Overview

A critical piece in achieving your business efficiency goals, Vignette User Enablement (VUE) helps ensure that your end users have the essential knowledge to support, adopt and successfully leverage your Vignette solution.

Vignette User Enablement for Vignette Collaboration will help to maximize the power of your Vignette Collaboration implementation, achieve a greater return on your technology investment, and secure a successful launch. This training solution contains pre-built online learning that can be deployed across your entire enterprise for fast, just-in-time access to highly relevant training. Information is reinforced with Flash simulations, and quick-reference illustrated Key Steps facilitate knowledge transfer and work-embedded learning.

Who Should Attend

- Vignette Collaboration Business Users

Topics Covered

Upon completing this course, participants will be able to:

- Navigate the user interface
- Create cabinets and folders
- Update your Personal Page
- Link and move items
- Remove and delete items
- Upload documents
- Edit documents in place
- Create rich text documents
- Add web links
- Create and participate in discussions
- Subscribe yourself and others to content
- Version documents
- Initiate a document approval cycle
- Create blogs and wikis
- Create and configure dashboards
- Search for content
- Interact with the Group Memory using e-mail
- Secure access to content
- Create collaborative workspaces

Prerequisites

- Participants should be familiar with basic computer keyboard and mouse functions.

COLLABORATION COURSES

Learn more about Vignette Collaboration with our instructor-led training courses:

- Vignette Collaboration – Foundation
- Vignette Collaboration – Customizing Templates and Applications
- Vignette Collaboration – System Administration

<http://training.vignette.com>

MORE VUE INFORMATION

For more information about Vignette User Enablement, contact us via email at training@vignette.com or call **1.866.221.2219**.

EDUCATION SERVICES

Visit our Web site for complete descriptions of Vignette Education Services offerings and class schedules:

- Online Self-Paced
- Classroom Instructor Led
- Online Instructor Led
- Vignette User Enablement

<http://training.vignette.com>

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