

Advanced Workware V5 for Administrators



This Course suits

This hands-on, one day workshop, for up to 8 delegates, is aimed at administrators and current users of Workware who want to advance their knowledge of Workware V5 and use of the data in the system.

Content Overview

This course covers existing utilities built into Workware V5 as well as additional utilities available as add-ons to the core system.

- Setting up calendars and calendar migration.
- Setting up and use of plan periods types to define calendars
- Using accounts, roles, objects, actions relations to manage user accounts and the functionality and workgroups to which they have access
- The merge utility and how to use it to simplify task structures
- Data integration and automation
- Development of resourcing plans using Excel and the import functions

Benefits and Outcomes

The course provides Workware administrators with the skills and knowledge to enhance the core Workware system.

As a result of the course, the participant is equipped to increase the value and utility of the AOM process and the Workware toolset.