ONESolution™

DOCUMENTS ONLINE AGENDA

Course Outline

Recommended Training Format: Live Virtual Classroom

Estimated Hours: 2 hours Client Interaction; .67 hours Consultant preparation and follow-up

Prerequisites:
1. Access to ONESolution

Audience: Key ONESolution Users, IT Support

Objective: During this training, you will learn Documents Online configuration, receive instruction on key processes, and begin configuring Documents Online. This knowledge should be applied for Testing, End User Training and GO LIVE scenarios.

What You Will Learn:

- About Documents Online Image Attachments and Archival functions
    1. View pre-configured image definitions
    2. View Archived report definitions
    3. Job monitor
    4. ONESolution documents
    5. CDD documents
- How to Administer Documents Online Reports and Images
    1. Admin Console – Setup Attachment Definitions