



Learning Services eLearning for End Users Livelihood ECM – Enterprise Server 9.7.1

Learning Services
July 2010

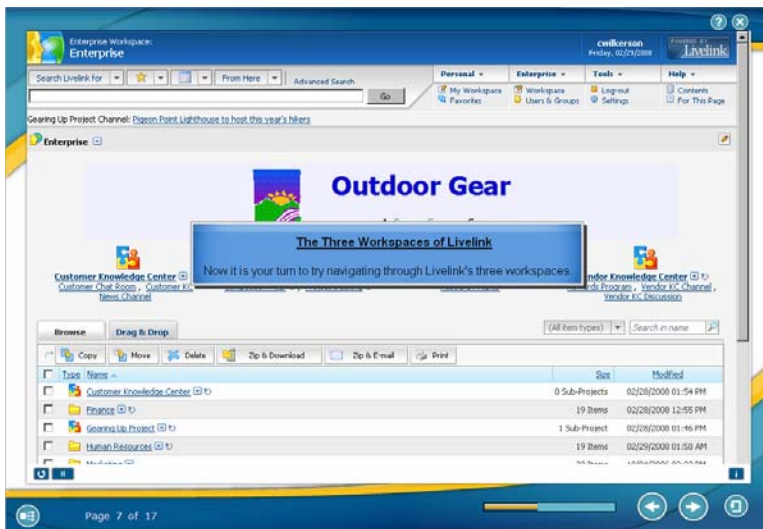
Benefits

Training is vital to user communities – to support them in adopting new technology and processes in a timely manner. Time and costs to provide hands-on, instructor-led training can sometimes exceed the time and budget available to an organization. It can be challenging to schedule staff to attend instructor-led training, to ensure that they receive the training in a timely manner, that it is relevant to them and that their retention is maximized.

Business needs often preclude the feasibility of providing hands-on training and continuing support. eLearning is designed to be available to your use community from their desktop anytime, 24 hours a day, 7 days a week. There is no need to schedule time away from their daily activities or incur travel expenses.

Open Text's eLearning courseware development methodology incorporates the following:

- Show Me
- Tell Me
- Let Me Try
- Quiz Me



The interactive eLearning interface allows users to work with Livelink Enterprise Server functionality

Duration

120-180 minutes self-study

Language

English (other languages available upon demand)

Industry Standards

Delivered in SCORM-compliant format for publishing to a Learning Management System (LMS)

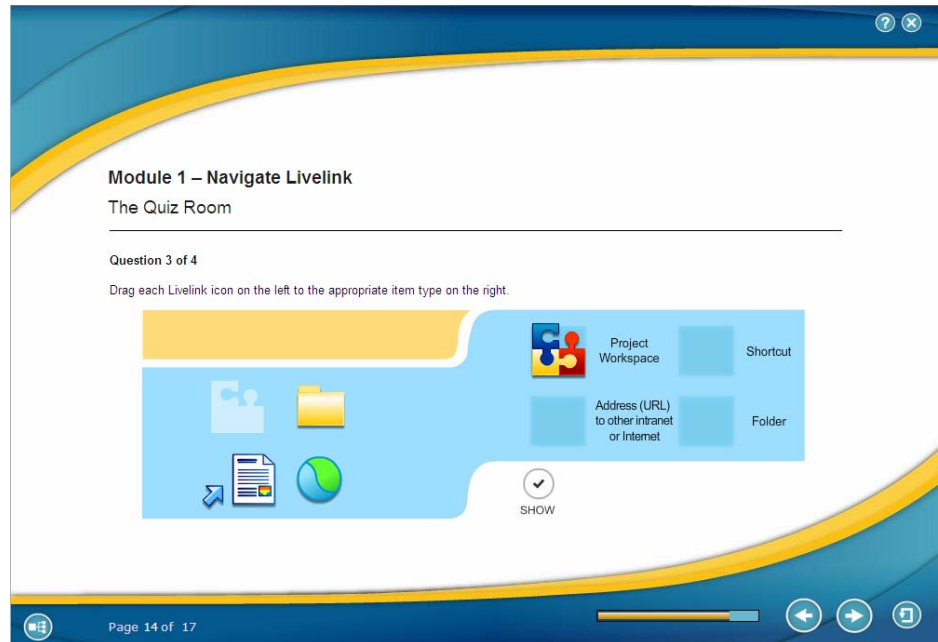
Content

- Essentials eLearning Program
 - Navigate Livelink ECM
 - Access and Add Documents in Livelink ECM
 - Revise Documents in Livelink ECM
 - Your Personal Livelink ECM
- Advanced eLearning Program
 - Livelink ECM Collaboration Tools
 - Project Co-ordination
 - Working with Compound Documents
 - Work Assignments
 - Managing your Assignments
 - Understanding Permissions
 - Advanced Permissions
 - Using Livelink Explorer

This solution utilizes a mixture of photographic and illustrated imagery, animations, software simulations and audio components to impart the training's learning objectives.

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To ensure graphic continuity and assist participants in focusing on relevant components, this solution makes extensive use of Adobe Captivate simulations, clearly highlighting relevant areas within the Livelink platform, animating content in support of the learning objectives and providing an advanced level of interactivity for the learner.



System Requirements

- A Learning Management System (LMS) to publish SCORM-compliant course material
- Users require a personal computer with web browser

Customization

eLearning can be custom-tailored or expanded upon demand. Contact us for additional information on eLearning modules and features.

North America:

training@opentext.com

Europe:

learning_dach@opentext.com

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