

PREFERENCE[®] Concurrency Workshop



PREFERENCE® Concurrency Workshop

LENGTH: Two (2) Days

LOCATION: Customer Site

AUDIENCE: New concurrent help writers

PREREQUISITES: ·PREFERENCE Writer Workshop

MAXIMUM CLASS SIZE: 6 Students

COST: \$6,000 US^(see note 1)

General Description

Introduces the benefits of concurrent help in on-line application systems. Discusses smart help and context sensitive help, such as reader's field and cursor block help rules. Covers the guidelines for writing appropriate decision rules. Using hands-on format, students will develop complete help for a hypothetical on-line transaction. This class may be presented as an onsite class. When it is presented as an onsite course, the customer may choose to add an optional third day for an additional charge. This customized third day provides the participants with additional hands-on experience in creating concurrent help rules and textual material, using their own application screens.

Objectives

Upon the completion of this course, students will be able to:

- Name the five items of information available upon which to base help rules
- Create a transaction descriptor record
- Write a decision rule
- Create smart help
- Identify the appropriate uses of the rules types
- Create a screen rule
- Create context sensitive help

Workshop Outline

Concurrency Overview

- Six forms of concurrent help
- Context sensitive help vs. content sensitive help
- Decision rules, points, and reference locations
- Transaction descriptor records, job name tables, and screen rules

Writer Decision Rules

- Navigating between data groups and items
- Option mode entries
- Parts of a decision rule
- Guidelines for rules writing
- Decision points

Workshop Outline (*continued*)

Context Sensitive Help

- Cursor block help
- Screen help

Rules Management

- Efficiency and tuning
- Branching techniques
- Transporting rules
- Activating and deactivating rules
- Tracing and debugging rules
- Capturing application screens

Smart Help

- Marked field help
- Reader's row help
- Reader's field help

Styles of Help Material

- Full-screen reference items
- Table of contents
- Index list
- Computer-based training course
- Pop-up help window

Note 1: Fees are exclusive of instructor travel and lodging expenses. Upon completion of the training described herein, the Customer will be invoiced for the fees and all instructor travel and lodging expenses incurred with payment net 30 days.

Note 2: Time is built into the workshop to allow questions from the student audience. It is important to note that the instructor is responsible for maintaining the class schedule to ensure all items in the planned workshop are addressed. Answers to questions that are customer specific may be postponed until Pathlore's services organization is engaged by the customer to analyze the environment and application in order to formulate an effective response. If the customer is able to submit a set of questions to the instructor at least 3 business days prior to the scheduled class the instructor may be able to answer customer specific inquiries during the workshop.

About SumTotal Systems, Inc.

SumTotal Systems, Inc. is a leading provider of proven talent development solutions that automate and integrate learning, performance, and compensation management to drive business results on a daily basis. Our solutions strengthen and develop employee skills to accelerate time-to-market, close skill gaps, and reduce the risk of business disruptions. With more than 1,500 customers and 18 million users worldwide, we have increased performance at some of the world's best-known companies, organizations, and government agencies. Our category leadership and applied insight help us understand the critical success factors for businesses of all sizes. For more information, visit www.sumtotalsystems.com

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