



ISIS Papyrus Training Guide 2023

CONTENT

Papyrus Workshop types	2
ISIS Papyrus Training Locations	3
All Courses at a Glance	4
Workshop Descriptions:	
Papyrus Document Designer and Formatting Workshop	7
Development of formatted document and statement applications with the Papyrus Designer Suite	
Papyrus Business Designer Correspondence Workshop	8
Using Papyrus Business Designer for administration of Correspondence templates by business departments	
Papyrus Objects System Administrator Workshop	9
Administration of the Papyrus Objects Platform for Papyrus WebRepository business applications	
Papyrus Objects Developer Workshop	10
Developing object-oriented business applications for the Papyrus WebRepository platform	
Papyrus Operations Workshop	11
Design and operation of multichannel output management document applications: Bundling with Papyrus Designer and DocumentPool; Papyrus Operations Designer for distribution to print and digital channels with Automated Document Factory; Papyrus WebArchive for document archiving	
Papyrus Capture Workshop	12
Design, administration and customization of Papyrus Capture applications in Papyrus WebRepository	
Papyrus Correspondence Workshop	13
Administration and customer specific customization of the Business Correspondence Solution	
Papyrus Experts Workshops	14
Development of enhanced DOCDEF applications with Papyrus Designer and workflow applications using Papyrus WebRepository	
Papyrus Capture Designer Workshop	15
Document classification and extraction definitions with Papyrus Capture Designer and Papyrus Business Designer	
Papyrus Adaptive Case Management Workshops	16
Papyrus Adaptive Case Management (ACM) Solution for business application definitions	
OverView AFP Designer Workshop	17
Development of Forms with Data Integration	
Papyrus Certification Program	18
The Papyrus Certification Program offers a flexible, exam-based evaluation of essential Papyrus Platform skills in five complementing application modules	
General Information	20
On-site training and registration	
ISIS Papyrus Events 2022	20

Papyrus Academy Workshops awarded by ISTC

Papyrus offers you a range of solution workshops with high-quality training materials.

The British **Institute of Scientific and Technical Communicators (ISTC)** is the largest UK body representing technical writer professionals. Papyrus Academy workshops were awarded with the [UK Technical Communication Merit Award](#) because of its well defined didactical approach and concise course guide structure.



All of our workshops are packed with lessons that will help our course participants to familiarize themselves with Papyrus Solutions and the necessary knowledge in a few days due to the modern didactical approach. Our workshop course guides are created using the Papyrus Communications and Business Process Platform.

Papyrus offers two types of workshops – classroom and virtual - where a classroom workshop is the most recommended one. Education sciences stress the importance of easy and seamless human interaction during the learning process which is very much hampered by week long virtual sessions where trainer and trainees may not even see each other. All classroom workshops can be held at one of our Competence Centers in Austria, Texas and Singapore or onsite at customer premises.

Customer-specific workshops with content tailored to your specific project and participants requirements can be provided as consultancy on request. Virtual workshops are available only on request.

In any case participants get full access to a private Papyrus Software environment for the whole workshop duration which can be prolonged after the workshop for 3 weeks to recap and redo lessons at the person's pace.

It is always possible to arrange individual dates with us. Simply select in the registration form what fits your requirements best and benefit from our flexible Papyrus Workshop offers!

Read more details about each workshop along with pricing information on our website. Please feel free to contact us with any questions or to schedule a workshop at workshops@isis-papyrus.com

Europe/Austria

ISIS Papyrus Solutions and Competence Center

Papyrus Platz 1
2345 Brunn am Gebirge/Vienna

T: +43-2236-27551

F: +43-2236-21081

E: workshops@isis-papyrus.com

Contact: Anja Jevtic, Course Coordinator



America/Southlake (Dallas), Texas

ISIS Papyrus Solutions and Competence Center

301 Bank St.
Southlake, TX 76092

T: 817-416-2345

F: 817-416-1223

E: workshops@isis-papyrus.com



Asia/Singapore

ISIS Papyrus Asia Pacific

9 Temasek Blvd. #29-01
Suntec City Tower 2
Singapore 038989

T: +65-6339-8719

F: +65-6336-6933

E: workshops@isis-papyrus.com

Contact: Janet Ng, Course Coordinator



Excellence in hands-on workshops

We invite you to attend the Papyrus Platform workshop classes in one of the ISIS Papyrus high-tech training centers of your convenience. In a relaxed and comfortable atmosphere, we created places where you will learn best practices for the business document solutions of tomorrow – to use in your environment today.

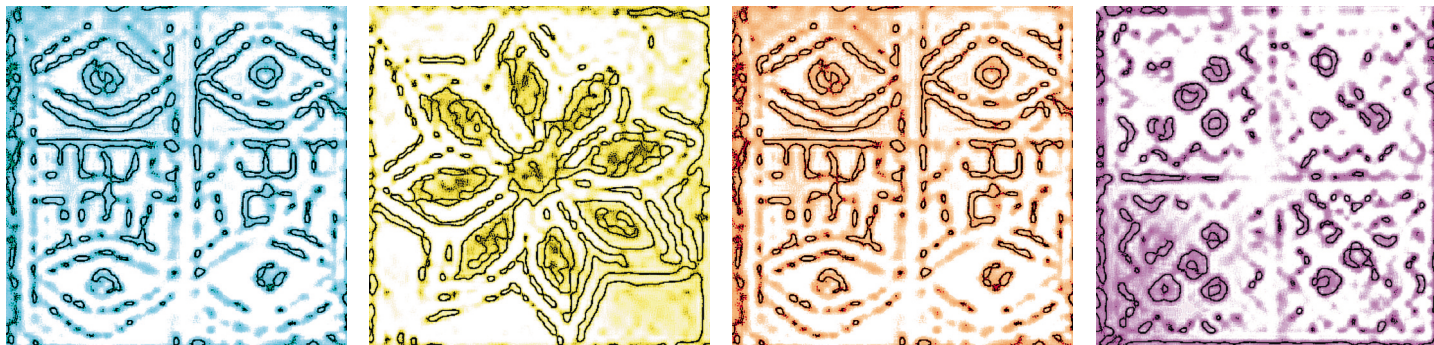
Experienced ISIS Papyrus Professionals have been chosen to conduct our workshop classes and deliver a high-quality experience.



Registration

Online registration: www.isis-papyrus.com/workshop-registration

All workshops and courses are offered in English and German.



All Workshops at a Glance

Papyrus Document Designer and Formatting Workshop

Development of formatted document and statement applications with the Papyrus Designer Suite

Participants:

- Application developers
- Application analysts

Prerequisites:

- PC experience
- Script programming

Goals:

- Complete understanding of the Papyrus formatting capabilities
- Using examples of real documents, quickly learn to use the layout and logic functions of Papyrus Designer to build complete statement applications

Papyrus Business Designer Correspondence Workshop

Using Papyrus Business Designer for administration of Correspondence templates by business departments

Participants:

- Document Template Administrators
- Release Managers and Testers
- Clerks and Supervisors

Prerequisites:

- Domain-specific knowledge about business correspondence

Goals:

- Understand concept and usage of the Papyrus Correspondence Solution
- Learn about domain-specific role responsibilities
- Define reusable building blocks, document templates and wizards
- Utilize change management and release processes

Papyrus Objects System Administrator Workshop

Administration of the Papyrus Objects Platform for Papyrus WebRepository business applications

Participants:

- System administrators
- Solution architects
- Project managers

Prerequisites:

- General understanding of IT principles and concepts
- Object-oriented modeling principles

Goals:

- Create applications from existing frameworks and run production
- Using Papyrus Query Language (PQL) for automating administrative tasks

Papyrus Objects Developer Workshop

Development of object-oriented business applications for the Papyrus WebRepository platform

Participants:

- Application developers
- Application analysts

Prerequisites:

- Papyrus Objects System Administrator Workshop
- Programming knowledge in object orientation
- Experience with script languages

Goals:

- Understanding of object-oriented modeling in Papyrus Objects
- Class and template definitions
- Master the Papyrus Query Language
- Papyrus Adapter techniques and Papyrus UI applications

AUSTRIA (German)

EUR 2100	
February	6-10
May	22-26
November	6-10

AUSTRIA (English)

EUR 2100	
January	23-27
April	24-28
September	11-15

USA (English)

USD 2400	
Jan/Feb	30-3
April	24-28
September	18-22

SINGAPORE (English)

USD 2400	
February	13-17
October	16-20

see page 7

AUSTRIA (German)

EUR 2100	
Jan/Feb	30-3
March	27-31
September	18-22
December	11-15

AUSTRIA (English)

EUR 2100	
Jan/Feb	30-3
April	17-21
Aug/sep	28-1
December	11-15

USA (English)

USD 2400	
March	13-17
September	11-15

SINGAPORE (English)

USD 2400	
May	22-26
September	25-29

see page 8

AUSTRIA (German)

EUR 2100	
Feb/Mar	27-3
April	24-28
August	21-25
November	13-17

AUSTRIA (English)

EUR 2100	
February	6-10
March	6-10
October	2-6
November	20-24

USA (English)

USD 2400	
March	6-10
September	11-15

SINGAPORE (English)

USD 2400	
April	17-21
September	18-22

see page 9

AUSTRIA (German)

EUR 2100	
March	13-17
Nov/Dec	27-1

AUSTRIA (English)

EUR 2100	
March	20-24
October	16-20

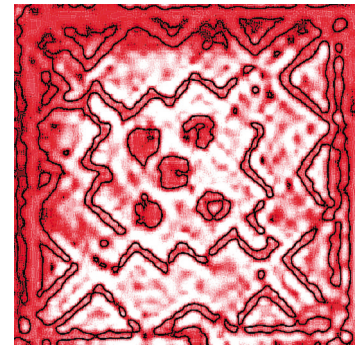
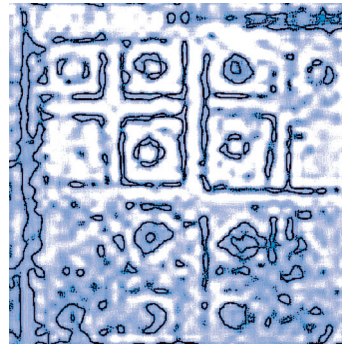
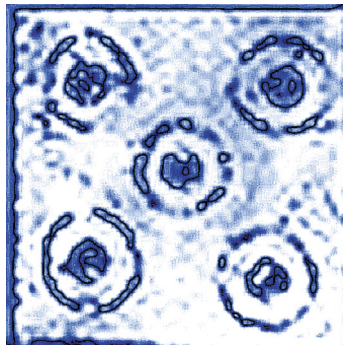
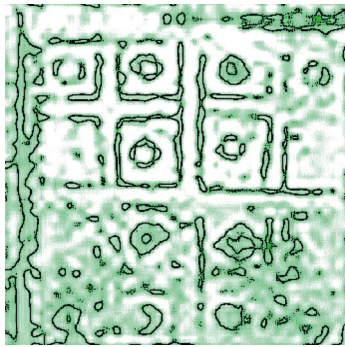
USA (English)

USD 2400	
May	15-19
October	9-13

SINGAPORE (English)

USD 2400	
Date on request	

see page 10



All Workshops at a Glance

Papyrus Operations Workshop

Design and operation of multichannel output management document applications: Bundling with Papyrus Designer and DocumentPool; Papyrus Operations Designer for distribution to print and digital channels with Automated Document Factory; Papyrus WebArchive for document archiving

Participants:

- Application developers
- Application analysts

Prerequisites:

- Papyrus Document Designer and Formatting Workshop
- Papyrus Objects System Administrator Workshop

Goals:

- Complete understanding of the Papyrus output management capabilities
- Understanding of bundling, output channel configuration and archiving

Papyrus Capture Workshop

Design, administration and customization of Papyrus Capture applications in Papyrus WebRepository

Participants:

- System administrators
- Project managers
- Capture application developers

Prerequisites:

- Basic knowledge of document capture
- Papyrus Objects System Administrator Workshop
- Papyrus Objects Developer Workshop (recommended)

Goals:

- Introduction into concepts, features and workflow principles of the Papyrus Capture Solution
- Setup, configuration & operation of a Papyrus Capture Solution
- Features and usage of Papyrus Capture business user interfaces
- Design and planning of a Papyrus Capture Solution project
- Usage of Papyrus Business Designer

Papyrus Correspondence Workshop

Administration and customer specific customization of the Business Correspondence Solution

Participants:

- System administrators
- Papyrus Designer developers

Prerequisites:

- Papyrus Objects System Administrator Workshop
- Papyrus Document Designer and Formatting Workshop
- Papyrus Objects Developer Workshop (recommended)

Goals:

- Node architecture
- Configuration of a Papyrus Business Correspondence Solution
- Settings concept
- User Interface configuration options
- Migration of file-based DOCDEF applications into Papyrus WebRepository
- Hybrid document applications using Business Designer and Papyrus Designer
- Development of custom data reading building blocks
- Development of custom building blocks

Papyrus Experts Workshops

Development of enhanced DOCDEF applications with Papyrus Designer and workflow applications using Papyrus WebRepository

Papyrus Experts Workshop Papyrus Designer (ME1): 2 days
Papyrus Experts Workshop Papyrus Objects (ME2): 3 days

Participants for both modules:

- Papyrus Designer Developers
- Papyrus Objects application developers
- Application analysts

Prerequisites:

- ME1+2
- Papyrus Document Designer and Formatting Workshop
- ME2
- Papyrus Objects Developer Workshop

Goals:

- ME1
- Using advanced Papyrus Designer/DocEXEC features
- Tuning and debugging
- ME2
- Accessing objects in Papyrus Objects from DocEXEC
- Advanced usage of the Papyrus Query Language (PQL)
- Web services with SOAP Adapter

AUSTRIA (German)

EUR 2100
April 17-21
September 25-29

AUSTRIA (English)

EUR 2100
March 27-31
October 9-13

USA (English)

USD 2400
Feb/Mar 27-3
September 25-29

SINGAPORE (English)

USD 2400
Date on request

see page 11

AUSTRIA (German)

EUR 2600
March 20-24
June 12-16
October 9-13

AUSTRIA (English)

EUR 2600
February 13-17
May 22-26
November 13-17

USA (English)

USD 3000
Date on request

SINGAPORE (English)

USD 3000
Date on request

see page 12

AUSTRIA (German)

On-demand workshop
dates can be arranged on request.
Duration: 5 days

AUSTRIA (English)

On-demand workshop
dates can be arranged on request.
Duration: 5 days

USA (English)

On-demand workshop
dates can be arranged on request.
Duration: 5 days

SINGAPORE (English)

On-demand workshop
dates can be arranged on request.
Duration: 5 days

see page 13

AUSTRIA (German)

On-demand workshop
dates can be arranged on request.
Duration: 5 days

AUSTRIA (English)

On-demand workshop
dates can be arranged on request.
Duration: 5 days

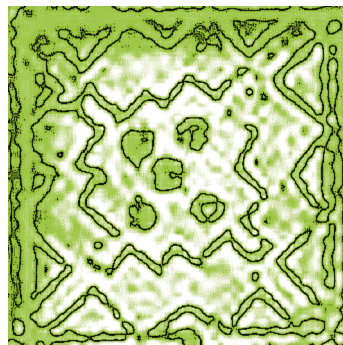
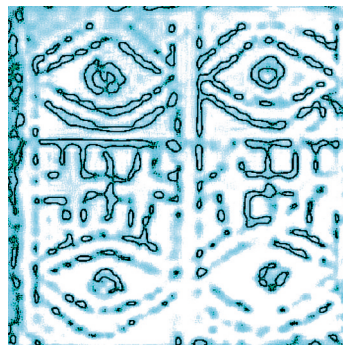
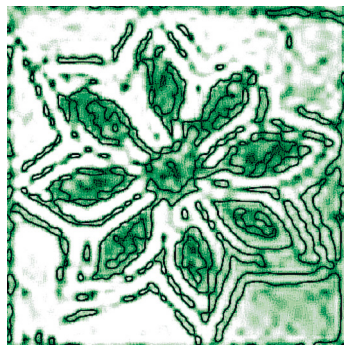
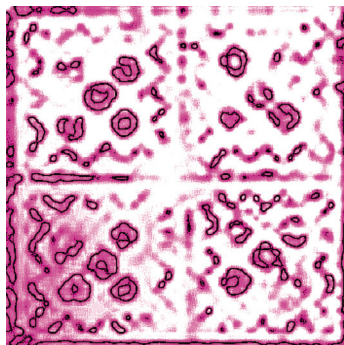
USA (English)

On-demand workshop
dates can be arranged on request.
Duration: 5 days

SINGAPORE (English)

On-demand workshop
dates can be arranged on request.
Duration: 5 days

see page 14



All Workshops at a Glance

Papyrus Capture Designer Workshop

Document classification and extraction definitions with Papyrus Capture Designer

Participants:

- Caption Application designers

Prerequisites:

- Basic knowledge of document capture
- Papyrus Objects System Administrator Workshop
- Papyrus Objects Developer Workshop (recommended)

Goals:

- Classification and extraction definitions with Papyrus Capture Designer

Papyrus Adaptive Case Management Workshops

Master the Papyrus Adaptive Case Management (ACM) Solution for custom business applications

Participants:

- MA1 for business users:
 - Business analysts
 - Business administrators
- MA2 for IT users:
 - System administrators
 - Application analysts, developers

Prerequisites:

- MA1:
 - General knowledge about Business Application definitions
- MA2:
 - For a holistic understanding it is recommended to follow also module 1
 - Papyrus Objects Administrator Workshop
 - Papyrus Objects Developer Workshop (recommended)

Goals:

- MA1: Planning and defining case templates, processes, wizards, webforms with Business Designer
- MA2: Installation, configuration and definition of services

OverView AFP Designer Workshop

Development of Forms with Data Integration

Participants:

- Application developers
- Application analysts

Prerequisites:

- PC experience

Goals:

- Master the graphical design of forms (OGL) and data (PPFA)
- Develop complex form applications

Certification

Papyrus Certification Program

The Papyrus Certification Program offers a flexible, exam-based evaluation of essential Papyrus Platform skills in five complementary application modules

Participants:

- Business partners and consultants offering services to Papyrus customers
- Papyrus customer employees working in excellence centers with the Papyrus Platform.

Prerequisites:

- Each module has its own set of prerequisites. See the details page.

Goals:

- Acquire internationally accepted recognition as Papyrus expert.
- Proof your proficiency and experience in any of the five application modules.

AUSTRIA (German)

On-demand workshop dates can be arranged on request.
Duration: 3 days

AUSTRIA (English)

On-demand workshop dates can be arranged on request.
Duration: 3 days

USA (English)

On-demand workshop dates can be arranged on request.
Duration: 3 days

SINGAPORE (English)

On-demand workshop dates can be arranged on request.
Duration: 3 days

see page 15

AUSTRIA (German)

On-demand workshop dates can be arranged on request.
Duration: 3 days

AUSTRIA (English)

On-demand workshop dates can be arranged on request.
Duration: 3 days

USA (English)

On-demand workshop dates can be arranged on request.
Duration: 3 days

SINGAPORE (English)

On-demand workshop dates can be arranged on request.
Duration: 3 days

see page 16

AUSTRIA (German)

On-demand workshop dates can be arranged on request.
Duration: 3 days

AUSTRIA (English)

On-demand workshop dates can be arranged on request.
Duration: 3 days

USA (English)

On-demand workshop dates can be arranged on request.
Duration: 3 days

SINGAPORE (English)

On-demand workshop dates can be arranged on request.
Duration: 3 days

see page 17

AUSTRIA (German and English)

EUR 600 / USD 800

March	24
June	23
December	1

see page 18

Papyrus Document Designer and Formatting Workshop

Development of formatted document and statement applications with the Papyrus Designer Suite

Duration: 5 days

Time: Mo 11–17, Tu–Th 9–17, Fr 9–15

Participants:

- Application developers
- Application analysts

Prerequisites:

- PC experience
- Script programming

Content:

AFP Basics:

- AFPDS architecture & resource types
- Use of TrueType and Adobe fonts
- Print resources and printer management with AFP

Papyrus Document Designer Suite:

- The Designer Suite: Papyrus Designer, AFP Designer, Image Editor, Font Editor, FontConverter
- AFP Designer: design a simple PPFA print application: creation of PAGEDEF and FORMDEF, overlay
- Image Editor: Import PC graphics, creation of AFP page segments, image editing
- Font Editor: font types (raster and outline), font resources (coded font, codepage, character set), font editing
- FontConverter: conversion of TrueType fonts into AFP fonts

Papyrus Designer first steps:

- Setup of the font library
- Setup of a forms and graphics library
- Using the data window for variable definitions
- Editing with the logic window
- Assigning logical pages to sheets
- Defining subroutines and includes
- PC test printing and generation of AFPDS and PDF files
- Viewing of AFPDS with Papyrus Client AFP Viewer

Migration of OGL/PPFA applications:

- Migrating PPFA source code to DOCDEF source code

Goals:

- Complete understanding of the Papyrus formatting capabilities
- Using examples of real documents, quickly learn to use the layout and logic functions of Papyrus Designer to build complete statement applications

Text document with variables:

- Various data formats in ASCII, EBCDIC, etc.
- Conditional control based on data
- Multi-language applications
- Embedding graphics and signatures
- Reading and processing XML input
- Modularization of DOCDEF source code

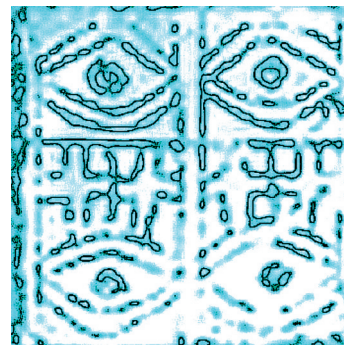
Developing business documents and reports:

- Processing different input records
- Variable arrays and repetitions
- Tables with controlled pagination
- Table of contents creation
- Defining a cross reference index
- Page rearrangements
- Defining bar, pie, and line charts
- N_UP and duplex capabilities
- Defining a document AFP index

Outlook on Papyrus WebRepository and Papyrus Postprocessing/

DocumentPool:

- Developing documents in a Correspondence Solution
- Managing resources in Papyrus WebRepository
- Additional functionality of Papyrus Designer/DocEXEC for output management



All ISIS Papyrus courses are also offered as In-house Workshops (see page 20).

ISIS Papyrus offers optional single-room hotel accommodation for classroom courses for approximately USD 100 / EUR 90 per night. More information on available hotels can be found online: www.isis-papyrus.com/hotel

Other services such as meals can be taken in the nearby restaurants and are not included in the course fee.

To book a classroom course, a seminar or an in-house workshop please register online: www.isis-papyrus.com/workshop-reg

For further questions, please contact us:

Phone: +43-2236-27551-0

Fax: +43-2236-21081

E-mail: workshops@isis-papyrus.com

AUSTRIA (German)

EUR 2100

February	6-10
May	22-26
November	6-10

AUSTRIA (English)

EUR 2100

January	23-27
April	24-28
September	11-15

USA (English)

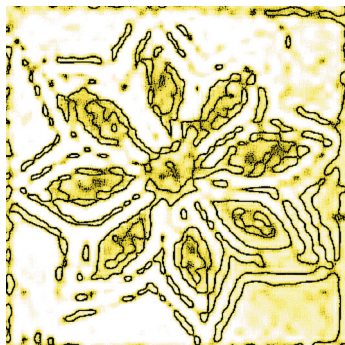
USD 2400

Jan/Feb	30-3
April	24-28
September	18-22

SINGAPORE (English)

USD 2400

February	13-17
October	16-20



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Phone: +43-2236-27551-0
Fax: +43-2236-21081
E-mail: workshops@isis-papyrus.com

AUSTRIA (German)

EUR 2100

Jan/Feb	30-3
March	27-31
September	18-22
December	11-15

AUSTRIA (English)

EUR 2100

Jan/Feb	30-3
April	17-21
Aug/Sep	28-1
December	11-15

USA (English)

USD 2400

March	13-17
September	11-15

SINGAPORE (English)

USD 2400

May	22-26
September	25-29

Papyrus Business Designer Correspondence Workshop

Using Papyrus Business Designer for administration of Correspondence templates by business departments

Duration: 5 days
Time: Mo 11–17, Tu–Th 9–17, Fr 9–15

Participants:

- Document Template Administrators
- Release Managers and Testers
- Clerks and Supervisors

Prerequisites:

- Domain-specific knowledge about business correspondence

Goals:

- Understand concept and usage of the Papyrus Correspondence Solution
- Learn about domain-specific role responsibilities
- Define reusable building blocks, document templates and Wizards
- Utilize change management and release processes

Content:

Document administration:

- Document administration with Papyrus Business Designer
- Document template creation
 - Layout definitions
 - Page numbering
 - Reusable building blocks
 - Variables
 - Document simulation with test data
 - Formatting lists, styles, tables, columns
- Single source documents (paginated, web, email)
- Building block content and design
 - Barcode, change layout, comparison of logic modules and natural language rules, page break, positioning adjustment
- Disabling of building blocks
- Flexible composition of documents using Papyrus Wizards
 - Define custom forms
 - Assemble Wizards from form components
- Document data entry
 - Interactive Wizard documents
 - Controlling user text input
 - Data upload
 - Fillable PDF forms
- Output options
 - Attachments
 - Inserts
 - Delivery options

Change and Release Management:

- Release process templates
- Resolve dependencies between release items
- Handling release packages
- Production hotfix release coordination
- Release testing with simulation data
- Define test data in simulation collection
- Bug tracking and resolution cycle
- Visual document compare, highlighting the differences

Letter writing:

- Interactive letter writing
- Usage of predefined document templates
- Usage of Wizard for individual letter writing with predefined components
- Inter-department letter exchange with comments
- Document sign-off workflow between Clerk and Supervisor
- Personal building blocks

Reporting for Correspondence:

- Reporting Clerk application
- Use standard dashboards and reports for Correspondence Framework
- Library queries about usage of building blocks and documents

Papyrus Objects System Administrator Workshop

Administration of the Papyrus Objects Platform for Papyrus WebRepository business applications

Duration: 5 days

Time: Mo 11–17, Tu–Th 9–17, Fr 9–15

Participants:

- System administrators
- Solution architects
- Project managers

Prerequisites:

- General understanding of IT principles and concepts
- Object-oriented modeling principles

Content:

Basics:

- Papyrus WebRepository administration concepts
- User authorization through Role and Policy
- Data interfaces and workflow processes
- Configuration and administration principles

System configuration and administration:

- System architecture and typical solution setups
- Installing the Domain Controller
- Installing and configuring the IPAS
- Client node creation
- User creation and authorization concepts
- Role, Privilege and Policy definition
- Central settings and Settings Explorer
- Configuring frameworks by settings
- Scalability, load balancing and reliability
- Definition of backup procedures
- Configuration of proxy management
- Preparing for production
- Setup of a high-availability system

System analysis and monitoring:

- Analysis with Application and Performance Analyzer (APA)
- Configuration of the "APANet" component
- Offline log analysis using APA
- Performance and bandwidth considerations
- Tuning of applications

Goals:

- Create applications from existing frameworks and run production
- Using Papyrus Query Language (PQL) for automating administrative tasks

Papyrus Frameworks:

- Understanding the use of Templates
- Understanding basic concepts: Task, Tool, Material
- Task structures in the various frameworks
- Modular framework components
- Import and export of frameworks
- Configuration of auditing

Change Management:

- Versioning and variants
- The administration process

Workflow Management:

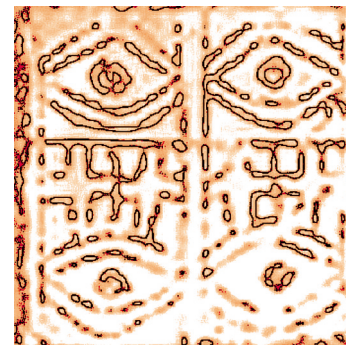
- Task administration
- Setting up queues and tools
- Configuration of Adapters/Receivers
- Using Agent rule workflows
- Using ADF-based workflows

Papyrus Query Language (PQL):

- Learn about PQL as query language
- Basic syntax, usage of functions
- Creating PQL-scripts for automating of administrative tasks

Papyrus Desktop:

- Usage of standard views
- Use standard plugins
- Use of Papyrus Objects online help



All ISIS Papyrus courses are also offered as In-house Workshops (see page 20).

ISIS Papyrus offers optional single-room hotel accommodation for classroom courses for approximately USD 100 / EUR 90 per night. More information on available hotels can be found online: www.isis-papyrus.com/hotel

Other services such as meals can be taken in the nearby restaurants and are not included in the course fee.

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For further questions, please contact us:

Phone: +43-2236-27551-0

Fax: +43-2236-21081

E-mail: workshops@isis-papyrus.com

AUSTRIA (German)

EUR 2100

Feb/Mar	27-3
April	24-28
August	21-25
November	13-17

AUSTRIA (English)

EUR 2100

February	6-10
March	6-10
October	2-6
November	20-24

USA (English)

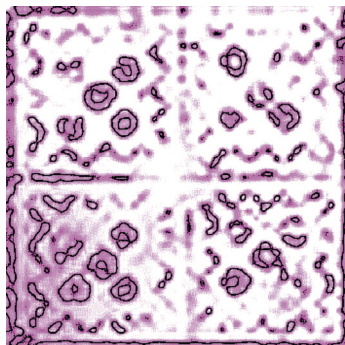
USD 2400

March	6-10
September	11-15

SINGAPORE (English)

USD 2400

April	17-21
September	18-22



All ISIS Papyrus courses are also offered as In-house Workshops (see page 20).

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Fax: +43-2236-21081
E-mail: workshops@isis-papyrus.com

AUSTRIA (German)

EUR 2100

March	13-17
Nov/Dec	27-1

AUSTRIA (English)

EUR 2100

March	20-24
October	16-20

USA (English)

USD 2400

May	15-19
October	9-13

SINGAPORE (English)

USD 2400

Date on request

Papyrus Objects Developer Workshop

Development of object-oriented business applications for the Papyrus WebRepository platform

Duration: 5 days
Time: Mo 11-17, Tu-Th 9-17, Fr 9-15

Participants:

- Application developers
- Application analysts

Prerequisites:

- Papyrus Objects System Administrator Workshop
- Programming knowledge in object orientation
- Experience with script languages

Goals:

- Understanding of object-oriented modeling in Papyrus Objects
- Class and template definitions
- Master the Papyrus Query Language
- Papyrus Adapter techniques and Papyrus UI applications

Content:

Basics about Papyrus WebRepository:

- Objects concept and architecture
- Class definition
- Version control
- Change management

Papyrus Objects development principles:

- Class editor
- Template editor
- State machine concept
- Tool/Material concept
- Queue concept
- Scope based settings

Practical applications:

- Defining class models
- Process definitions using state machines
- Customizing tasks
- Using and configuring agents
- Method wizards
- EYE Widget basics

Papyrus Depot:

- Storage of documents
- Store large amounts of data
- Relocation of objects

Papyrus Desktop:

- Desktop functions
- Defining a session
- Creating views

Papyrus Adapter techniques:

- Workflow definitions using ADF
- XML Receiver
- REST/HTTP adapter

Papyrus Query Language (PQL):

- PQL as script language
- Query and update attributes
- Call functions and methods

Papyrus database indexing:

- Define indices
- Optimize search performances
- Object Space index collection

Papyrus EYE Widgets business user interfaces:

- Introduction to Papyrus EYE Widgets
- Create an EYE Widget Workplace Switcher from existing components
- Customizing the external appearance of Papyrus EYE Widget UIs (Branding)

Papyrus Operations Workshop

Design and operation of multichannel output management document applications: Bundling with Papyrus Designer and DocumentPool; Papyrus Operations Designer for distribution to print and digital channels with Automated Document Factory; Papyrus WebArchive for document archiving.

Duration: 5 days

Time: Mo 11–17, Tu–Th 9–17, Fr 9–15

Participants:

- Application developers
- Application analysts

Prerequisites:

- Papyrus Document Designer and Formatting Workshop
- Papyrus Objects System Administrator Workshop

Content:

System introduction:

- Papyrus system architecture
- Bundling options
- Distribution options
- Intranet options

Platform possibilities:

- Papyrus DocumentPool for bundling and output channel selection using Papyrus WebRepository Depot or alternatively external databases
- Receiving output from back office applications using Papyrus Adapters

Bundling techniques:

- Pre- versus post-bundling of documents
- Definition of document indices
- Defining conditional bundling algorithms in Papyrus Designer
- Print or distribution controls
- Reprinting options
- Using third-party AFPs with Papyrus Postprocessing

Distribution techniques:

- Process-driven vs. user-driven
- Configuration of custom distribution parameters
- Definition of custom procedures

Installation Planning:

- Choose the right platform
- Estimate disk space requirements
- Estimate processing times
- Migration options

Document viewing and printing options:

- Use Papyrus Client AFP Viewer for quality assurance tests
- Client printing to local PC and LAN printers
- Verify application print resources
- PDF viewing
- Server printing to IPDS, PCL and PS network printers

Goals:

- Complete understanding of the Papyrus output management capabilities
- Understanding of postal optimizing, bundling, output channel configuration and archiving

Papyrus Automated Document Factory (ADF) and Print & E-Delivery (PED)

Solution:

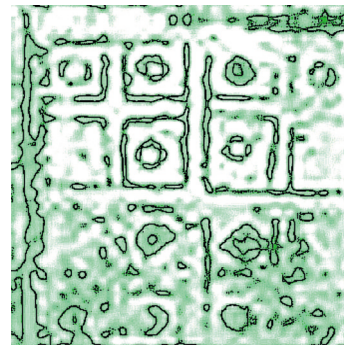
- Settings configuration
- Defining job templates with Operations Designer
- Managing jobs, queues and output channels
- Resource management
- Installing and configuring Adapters
- Managing printers in the network
- Passing output channel information from the input data to PED
- PED-based bundling configuration
- Email as output channel
- Creation of PED rules and custom extensions
- Configuration of integrated reporting solution
- Configuration and administration of multi-channel output

Papyrus WebArchive for document archiving and e-delivery

- Archive formats (AFPDS, PDF/A, ...)
- Defining a document index
- Storage media options
- Integration with other archives
- Short- and long-term archiving
- Creating a distributed Depot with partition management
- Checking documents into the archive
- Document viewing options
- WebPortal Setup
- Ensure immutability of objects in archive

Campaign management options:

- White space detection for optimized message placing
- Configure Papyrus AFP Tuner
- Adding OMR/barcodes with document-specific information
- Writing document status information into the Depot



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AUSTRIA (German)

EUR 2100

April	17-21
September	25-29

AUSTRIA (English)

EUR 2100

March	27-31
October	9-13

USA (English)

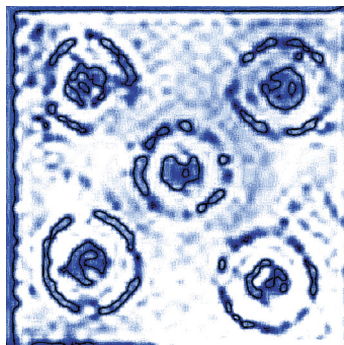
USD 2400

Feb/Mar	27-3
September	25-29

SINGAPORE (English)

USD 2400

Date on request



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AUSTRIA (German)

EUR 2600

March	20-24
June	12-16
October	9-13

AUSTRIA (English)

EUR 2600

February	13-17
May	22-26
November	13-17

USA (English)

USD 3000

Date on request

SINGAPORE (English)

USD 3000

Date on request

Papyrus Capture Workshop

Design, administration and customization of Papyrus Capture applications in Papyrus WebRepository

Duration: 5 days
Time: Mo 11-17, Tu-Th 9-17, Fr 9-15

Participants:

- System administrators
- Projects managers
- Capture application designers

Prerequisites:

- Basic knowledge of document capture
- Papyrus Objects System Administrator Workshop
- Papyrus Objects Developer Workshop (recommended)

Content:

Demonstration of the Capture Base Solution

- Practical demonstration of a Capture Solution
- Capture node architecture
- Processing a workflow of a Capture solution
- Structure of the Capture Base Solution

Document definition

- Guidelines for the development of the document class definition
- Development of a simple Capture designer project
- Importing a Capture designer project from file system

Document import

- Document acquisition
- Adapter "Import (XML)"
- Adapter "Import eMail (IMAP)"

Capture Document Factory

- Overview
- Algorithms and use cases

Document classification

- Categorizer definition
- Extraction definition for classification
- Configuration of the Keyword definition
- Testing the Keyword definition

Papyrus depot and Capture Solution depots

- Structure and features of a Papyrus depot
- Capture solution depots

Goals:

- Introduction into concepts, features and workflow principles of the Papyrus Capture Solution
- Setup, configuration & operation of a Papyrus Capture Solution
- Features and usage of Papyrus Capture business user interfaces
- Design and planning of a Papyrus Capture Solution project
- Usage of Papyrus Business Designer

Capture lookup objects

- Lookup object types
- Define a simple lookup template
- Defining Substitution lookup templates

Common rules and validation

- Types of common rules
- Defining validation rules
- Development of custom rules

Mask definition

- Customization for the display of extraction data in the Capture UI
- Mask Definitions

Papyrus Client "Capture workplace"

- "Completion" view
- "Document workplace"

Papyrus Client Capture administration workplace

- Control and administration of a Capture Solution
- Views of "Capture Administration Workplace"

Papyrus Capture Scan

- Configuration of Scan Receiver
- Scanning documents with "Scan" view

Document distribution

- Distribution options for Capture document results
- PQL exporter

Papyrus Capture Business Designer

- Release and change management
- Creation of a new document type
- Evaluate test samples
- Define a table extraction

Papyrus Correspondence Workshop

Administration and customer specific customization of the Business Correspondence Solution

Duration: 5 days

Time: Mo 11–17, Tu–Th 9–17, Fr 9–15

Participants:

- System administrators
- Papyrus Designer developers

Prerequisites:

- Papyrus Objects System Administrator Workshop
- Papyrus Document Designer and Formatting Workshop
- Papyrus Objects Developer Workshop (recommended)

Content:

Papyrus Correspondence basics

- System design and node concept
- Usage of System Users (System Administrator, Security Administrator, CF Administrator, CF Developer)
- Usage of business user templates (Release Management, Template Administrators, Testers, Clerks)
- Configuration of Papyrus Business Designer users interfaces (EYE Widget and HTML interfaces)
- Integration of Business Correspondence Solution with Output Management (Automated Document Factory)
- WebServer configuration
- Settings Explorer and scoped settings
 - Correspondence-, Change Management-, Wizard-, Papyrus Client Canvas- settings
 - Definition of Tenants
 - User creation and configuration
- Business Correspondence Supervisor Workflow
- Import resources for use in Correspondence Solution
- Configuration of Reporting Solution

Configurations of document template definitions with Business Designer:

- Create document templates from building blocks
- Administrate building block templates
- Change management process

Goals:

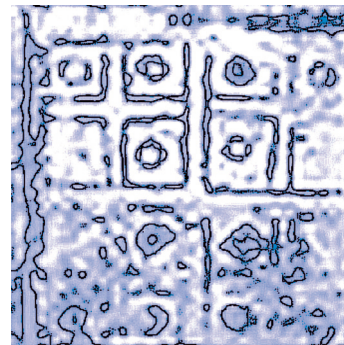
- Node architecture
- Configuration of a Papyrus Business Correspondence Solution
- Settings concept
- User Interface configuration options
- Migration of file-based DOCDEF applications into Papyrus WebRepository
- Hybrid document applications using Business Designer and Papyrus Designer
- Development of custom data reading building blocks
- Development of custom building blocks

Options for document creation by the Business User Clerk:

- Letter writing using document templates

Document development utilizing WebRepository and Business Correspondence Solution:

- Resource Collection and its advantages
- Import of resources
- Modify resources (page segments, overlays, fonts) within Resource Explorer
- Principles of Correspondence DOCDEF development
- Design and implementation of a new data reading routine based on settings
- Definition of a custom building block
- Define a Wizard calling service tasks
- Call wizards from external applications
- Migrate to a Papyrus Objects based Solution



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AUSTRIA (English)

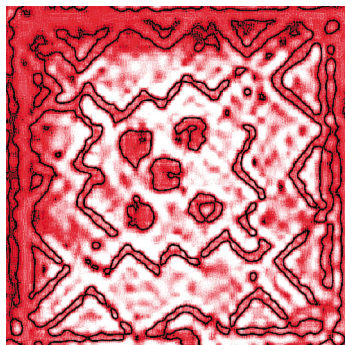
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USA (English)

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SINGAPORE (English)

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USA (English)

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SINGAPORE (English)

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Papyrus Experts Workshops

Development of enhanced DOCDEF applications with Papyrus Designer and workflow applications using Papyrus WebRepository

Duration:

Module 1 (ME1): Papyrus Experts Workshop Papyrus Designer, 2 days (Mo-Tu)

Module 2 (ME2): Papyrus Experts Workshop Papyrus Objects, 3 days (We-Fr)

Time: Mo 11–17, Tu–Th 9–17, Fr 9–15

Participants for both modules:

- Papyrus Designer developers
- Papyrus Objects application developers
- Application analysts

Prerequisites:

ME1+2

- Papyrus Document Designer and Formatting Workshop

ME2

- Papyrus Objects Developer Workshop

Goals:

ME1

- Using advanced Papyrus Designer/DocEXEC features
- Tuning and debugging

ME2

- Accessing object definitions in Papyrus Objects from DocEXEC
- Advanced usage of the Papyrus Query Language (PQL)
- Web services with SOAP Adapter

Content:

Module 1 (ME1)

Papyrus Designer Advanced Lessons

Designing a complex data application:

- Reading of multiple input files (RECORD, XMLREAD, READLINE)
- Advanced page break handling
- Barcodes (2D, QR)
- Conditional data processing
- DOCDEF white space management (promotional messages, etc.)

Reading and processing different data formats:

- HTML input
- COBOL copybook
- SAP OTF, EDIFACT, Xerox DJDE

Migration options for ASF/DCF documents:

- Reading TCF-tagged input data

SAP applications:

- Processing of SAP data formats (OTF and RDI)
- Enhancement of the document layout

Interactive document applications:

- AFP Designer: Creation of a FormsFill application
- Papyrus Designer/Papyrus Client: Creation of a user input prompting application
- Defining interactive PDF Form applications

Tuning and debugging:

- Using the Papyrus Designer Debugger
- Performance tuning with Papyrus Designer timings profiler
- Image and color options

Module 2 (ME2)

Papyrus Objects Advanced Lessons

Accessing the WebRepository from DOCDEF:

- Querying the Object Space
- Instantiating objects
- Transaction handling
- Setting up tasks to run DocEXEC in Papyrus Objects

Papyrus Query Language (PQL):

- Advanced lessons on PQL
- System attributes, PQL sets, variables, operators, selectors and navigation
- Calling methods, date/time functions
- Search definitions, parallel search
- Explicit transaction handling

Document batch applications:

- Receive many small XML input files for document formatting
- Bundle them in a Depot for processing as single batch formatting run with DocEXEC by a scheduled action

HTTP/REST Interface options to 3rd party systems:

- Synchronous HTTP Client calls
- Web services with Papyrus REST and SOAP adapter
- Use of transient objects

Papyrus Capture Designer Workshop

Document classification and extraction definitions with Papyrus Capture Designer

Duration: 3 days

Time: Mo 11–17, Tu–We 9–17

Participants:

- Capture application designers

Prerequisites:

- Basic knowledge of document capture
- Papyrus Objects System Administrator Workshop
- Papyrus Objects Developer Workshop (recommended)

Content:

Preparatory steps in Papyrus WebRepository

- Starting of nodes and usage of Papyrus Desktop Document extractor tool

Schema definitions

- Definition of a schema definition for a member card document
- Project specifications
- Import test sample documents

Extraction definition

- Starting Papyrus Capture Designer
- Add schema elements
- Extraction definition
- Regions and recognition processors
- Types of extraction results

Normalization

- Normalization theory
- Define normalization by anchors
- Define a normalization processor for binarization

Goals:

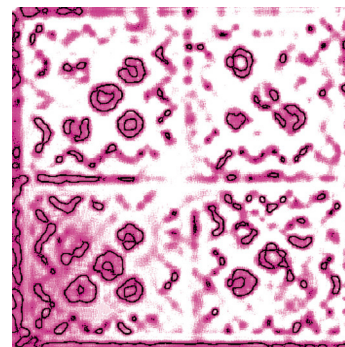
- Classification and extraction definitions with Papyrus Capture Designer

Preprocessing

- Preprocessing theory
- Define a preprocessor to dilate characters
- Using the feature "Apply to image"

Position anchors and relative region

- Absolute regions and relative regions
- Difference between absolute and a relative regions
- Define a position anchor for member card
- Add relative regions



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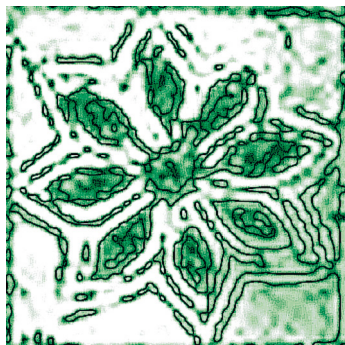
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SINGAPORE (English)

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Papyrus Adaptive Case Management Workshops

Master the Papyrus Adaptive Case Management (ACM) Solution for custom business applications

Duration:

Module 1 (MA1): ACM Business Designer Workshop - design of value streams and business processes, 2 days (Mo-Tu)

Module 2 (MA2): ACM System Administration and Customization Workshop – configuration and customization of ACM installations, 1 day (We)

Time: Mo 11-17, Tu 9–17, We 9–17

Participants:

MA1 for business users: 2 days

- Business analysts
- Business administrators

MA2 for IT users: 1 day

- System administrators
- Application analysts, developers

Prerequisites:

MA1

- General knowledge about Business Application definitions

MA2

For a holistic understanding it is recommended to follow also module 1

- Papyrus Objects System Administrator Workshop
- Papyrus Objects Developer Workshop (recommended)

Goals:

- MA1: Planning and defining case templates, processes, wizards, webforms with Business Designer
- MA2: Installation, configuration and definition of services

Content:

Module 1 (MA1)

Papyrus Business Designer basics:

- Case components (goals, tasks, participants, processes)
- User Interface
- Release Management
- Template definition editing

Business application design by business administrator:

- Business context for “Customer onboarding”
- Business context for “Repair Service Management”
- Specification of participants, goals, tasks, services, data
- Definition of business components
- Assembly of the case from components
- Business rules
- Linking correspondence documents with user tasks
- Data mapping with document variables

Form definitions for Web and Mobile:

- Using Business Designer for form definitions
- Data mapping with form elements
- Form definitions and validations
- Simulation

Release Management:

- Testing of case templates
- Finishing the release

Case execution by business clerk and supervisor:

- Understanding the business story line
- Execution as clerk using Papyrus Client
- Supervisor using Papyrus Mobile APP for sign-off

Module 2 (MA2)

System administration:

- Node architecture
- Install required components (Depot node, Portal node)
- Application settings
- User creation and configuration
- User Interface configuration options
- Document creation settings

Application extension:

- Purpose of services and service tasks
- Definition of data retrieval services
- PQL services
- Data flow services for forms

OverView AFP Designer Workshop

Development of Forms with Data Integration

Duration: 3 days

Time: Mo 11–17, Tu 9–17, We 9–17

Participants:

- Application developers
- Application analysts

Prerequisites:

- PC experience

Content:

AFP Introduction:

- Basics of the AFP architecture
- Overlays and Pagesegments
- PAGEDEF and FORMDEF
- Resources for printing

Designing a print application:

- Generating a font library
- Loading existing Overlay and data applications (OGLs, PPFA)
- Placing of logos and images
- Creating Overlay building blocks
- Graphical functionalities - DRAWBOX, DRAWRULE, DRAWCIRCLE, DRAWPATH
- Clipboard functionality for text import
- Text functions, undo/redo, hotkeys
- Working with templates
- Reading and placing of linemode input data
- Graphical reading of input data as PRINTLINE and FIELD
- Placement of data on Overlays
- Conditional processing
- Definition of print jobs with PAGEFORMATs and COPYGROUPs
- Compiling OGL and PPFA sources into AFPDS resources
- PRINTLINE Overlays and Pagesegments
- N_Up print definitions
- 2D Barcodes (Datamatrix, PDF417, Maxicode)
- True color support

Printing functions:

- Test printing on PCL4/5 printers
- Transfer of sources and resources between PC and mainframe (Send/Receive)
- Central and decentralized printing
- Production simulation: Use Papyrus Server/PageEXEC for AFP generation from FDF/PDF generation from PPFA-application

Goals:

- Master graphical design of the forms (OGL) and data (PPFA-mode)
- Develop complex forms application

Font techniques:

- Font types, bitmap and outline and true type
- Font resources (coded font, codepage, character set)
- Font editing with Overview Font Editor
- Tools: resize, rescale, convert
- Shading, inverting, font kerning
- Font resolutions
- Font conversions
- Clipboard functions

Images:

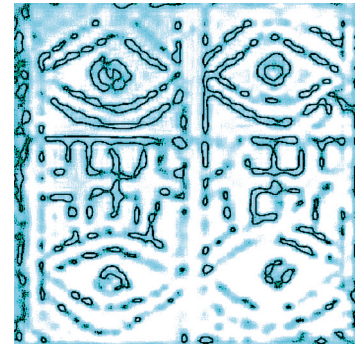
- Create and edit pagesegments with Overview Image Editor
- Importing TIFF formats
- Tools: rescale, resize, positioning text, flip, mirror, filter options
- True color TIFF support
- Image export

Viewing of an AFPDS:

- Use the Papyrus Client for test
- Print to local PC printers
- Verify application print resources

Forms Fill:

- Defining a FormsFill application
- Interactive forms using Papyrus Client



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www.isis-papyrus.com/certification

Application and Fees:

Choose one of the dates below and contact ISIS Papyrus for your personal training plan to gain the required knowledge. The application fee for each certification is EUR 600/USD 800. Please contact ISIS Papyrus Marketing for arranging additional appointments. A candidate can obtain one certification module per date.

Recertification every 3 years

The Papyrus Platform is a dynamically evolving system. It is therefore essential that Papyrus professionals keep their knowledge about improvements and extensions of the platform up to date by renewing it every three years.

Renewal of a specific certification module:

- Written presentation about productive Papyrus applications of the past three years, which the candidate has implemented. These applications serve as proof of the professional experience the candidate has gained in the module-specific area.
- Self study of module specific new functionalities, which have been added to the Papyrus platform since the previous certification. Candidates will be provided with a personalized learning program at the time of registration so that they can acquire the necessary knowledge in advance on the basis of the official Papyrus documentation.

Duration: 1 day

Time: 9-18

AUSTRIA

EUR 600/USD 800

March 24

June 23

December 1

Papyrus Certification Program

Service companies and individuals around the world providing services to Papyrus customers using the Papyrus Platform have to ensure that they maintain a high level of expertise. The Papyrus Certification Program establishes the necessary basis for a recognized skill level for specific Papyrus certification modules.

Eligibility:

Choose from the following independent modules with their eligibility requirements.

MODULE	MANDATORY WORKSHOPS
MODULE DD Certified Papyrus Document Designer	<ul style="list-style-type: none"> • Papyrus Document Designer and Formatting Workshop • Papyrus Experts Workshop module ME1
MODULE PO Certified Papyrus Objects Engineer	<ul style="list-style-type: none"> • Papyrus Objects System Administrator Workshop • Papyrus Objects Developer Workshop • Papyrus Experts Workshops module ME2
MODULE CF Certified Papyrus Correspondence Designer	<ul style="list-style-type: none"> • Papyrus Document Designer and Formatting Workshop • Papyrus Objects System Administrator Workshop • Papyrus Objects Developer Workshop • Papyrus Correspondence Workshop
MODULE OM Certified Papyrus Output Management Engineer	<ul style="list-style-type: none"> • Papyrus Document Designer and Formatting Workshop • Papyrus Objects System Administrator Workshop • Papyrus Objects Developer Workshop • Papyrus Operations Workshop
MODULE CA Certified Papyrus Capture Engineer	<ul style="list-style-type: none"> • Papyrus Objects System Administrator Workshop • Papyrus Objects Developer Workshop • Papyrus Capture Workshop • Papyrus Capture Designer Workshop

Papyrus Certified Professionals Directory

A list of all current Papyrus Certified Professionals who have been certified to provide professional service with the Papyrus Platform and their certification level is available in our online directory at www.isis-papyrus.com/certifiedprofessionals



ISIS Papyrus invites you to become a Papyrus Certified Professional. Our workshops provide you with the necessary education and training to completely prepare you for the certification exam. Papyrus Certified Professionals may use their personal certificate and official certification level logo to promote their qualification.

PAPYRUS SOFTWARE 2023 CERTIFICATION MODULE DD

Module DD: Certified Papyrus Document Designer

Prerequisites:

- Understanding of AFPDS and AFP-Triplets, PPFA (OGL, PAGEDEF/FORMDEF), page segments/images, AFP-fonts, resolutions and codepages
- Reading of different input data formats (linemode, ASCII/EBCDIC, DJDE, SAP, XML, etc.)
- Complex dynamic DOCDEF document application design, charts, tables, text formatting, logic definitions, consolidated document development
- Papyrus Client AFP viewing, interactive prompting applications and text editor

Mandatory ISIS Papyrus Workshops:

- Papyrus Document Designer and Formatting Workshop
- Papyrus Experts Workshop ME1

PAPYRUS SOFTWARE 2023 CERTIFICATION MODULE PO

Module PO: Certified Papyrus Objects Engineer

Prerequisites:

- Experience in end-to-end Papyrus Objects project planning, system architecture design, configuration for standard solution customizations and extensions
- Repository class and template development
- Papyrus Query Language
- Change management using project management
- Defining workflows: task, tool, material, Queues, routing rules
- Papyrus settings concept
- User authorization through role and policy
- Adapter data interfaces
- Analysis with Application and Performance Analyzer

Mandatory ISIS Papyrus Workshops:

- Papyrus Objects System Administrator Workshop
- Papyrus Objects Developer Workshop
- Papyrus Experts Workshop ME2

PAPYRUS SOFTWARE 2023 CERTIFICATION MODULE CF

Module CF: Certified Papyrus Correspondence Designer

Prerequisites:

- Installation of nodes, web server configuration
- Scoped settings for Correspondence-, change management-, Wizard-, custom UI-settings
- Creating resources for use in Correspondence Solution
- Implementation of business organizational structures
- Document template definition with Business Designer
- Design and implementation of custom data reading routines and building blocks

Mandatory ISIS Papyrus Workshops:

- Papyrus Document Designer and Formatting Workshop
- Papyrus Objects System Administrator Workshop
- Papyrus Objects Developer Workshop
- Papyrus Correspondence Workshop

PAPYRUS SOFTWARE 2023 CERTIFICATION MODULE OM

Module OM: Certified Papyrus Output Management Engineer

Prerequisites:

- Planning and implementation of output management solutions
- Central and remote printing using Papyrus Server
- PrintPool/DocumentPool installation and administration knowledge (SQL, PQL)
- Experience with Papyrus Output Management projects (bundling, distribution, postal optimizations)
- Archiving and output distribution using ADF Framework Solution

Mandatory ISIS Papyrus Workshops:

- Papyrus Document Designer and Formatting Workshop
- Papyrus Objects System Administrator Workshop
- Papyrus Objects Developer Workshop
- Papyrus Operations Workshop

PAPYRUS SOFTWARE 2023 CERTIFICATION MODULE CA

Module CA: Certified Papyrus Capture Engineer

Prerequisites:

- Planning and implementation of Papyrus Document Capture Solutions
- Understanding scanning and imaging technologies (formats like TIFF, JPG, BMP; quality criteria, OCR/ICR)
- Aspects of optimal forms and document layout
- Complex inbound document analysis and capture strategy definition
- Design of classification and extraction processes
- Skills in implementation of Capture rules and validations using Depot or databases
- Usage of Document Workplace

Mandatory ISIS Papyrus Workshops:

- Papyrus Objects System Administrator Workshop
- Papyrus Objects Developer Workshop
- Papyrus Capture Workshop
- Papyrus Capture Designer Workshop

Certification Procedure

Theory session (1.5 hrs.)

- Certification candidates have to prove their basic knowledge of the certification module in an interview
- Planning of an implementation using the official Papyrus project management templates

Practical session (5 hrs.)

- Based on defined requirements, certification candidates have to implement a real-life business application on a provided trainee PC using the latest Papyrus Platform products

Oral session (1 hr.)

- Discussion of candidate results

Certification assessment levels

- Associate
- Specialist
- Expert

On-Site Training

- You have a larger group of people in your company who need to be trained on the same subject.
- You need a very special application to be developed with the Papyrus Platform.
- You need the workshop to focus on your special questions and requirements.
- You should book an on-site workshop!

Our Services:

- Course planning and support by defining the course content
- Qualified trainers
- Training material with lessons
- Course guides (download)

Your Benefits:

- Course content tailored to your requirements
- Discussing special project requirements
- Developing your own document applications
- More time for specific questions
- No travel cost for attendees

If you do not have access to a training room with the necessary hardware and software, we can offer the workshop in one of our training centers in Vienna, Dallas or Singapore.

Please find your ISIS Papyrus contact for course organization at the various ISIS Papyrus locations on page 3.

Registration

To register for a course, simply complete the online registration at www.isis-papyrus.com/workshop-reg

You will receive a written confirmation with the detailed course information, a map to find the course location and a choice of hotels nearby. We are happy to book the hotel reservation for you if required. More information on available hotels can be found online:

www.isis-papyrus.com/hotel

Cancellation of the course is free of charge up to two weeks before the course date.

After that, the full fee for the course applies. We would like to point out that workshops might be postponed due to low registration and recommend taking this into account when arranging your flight schedule.

Course guide (download) is included in the price.

Please note that all our prices are quoted net and do not include local taxes.

Virtual workshops: Please note, that course times will be from 9.00 - 17.00 per day with breaks after 60-minute units and a lunch break between 12.00 - 13.00. Details for technical prerequisites can be found online:

<https://www.isis-papyrus.com/workshops/>

The trainings are held via Zoom conference with Remote Desktop access to the individual training environments running in an Amazon Cloud.

The content of the workshop will be presented, explained and discussed using the 'shared screen' functionality of the Zoom session. Participants work and follow training sessions in their personal virtual classroom environment. The trainer can access each participant's screen through Zoom for an online assistance during individual exercises and interactive troubleshooting.

ISIS Papyrus Open House and User Conference

The best way to get the latest insights into the world of Papyrus is to attend one of the ISIS Papyrus Open House events. The direct access to top technical and business personnel, ISIS Papyrus corporate

leadership and fellow Papyrus users will yield a growing return on your investment as you make more informed decisions for your company's IT future.

Austria/Vienna



United States/Southlake, TX



UK/Kingsclere



Italy/Ivrea



ISIS Papyrus Strategy and User Conference

Every year, we take an elite group of ISIS Papyrus experts on tour to bring the opportunity of a hands-on experience with the latest Papyrus innovations and solutions to a location near you.

Take advantage of a wealth of information for addressing your most puzzling challenges, and learn first-hand about current and future developments of the Papyrus Platform.

Paris
Brussels
Stockholm
Copenhagen

Cologne
Frankfurt/Main
Zurich

Singapore
Beijing
Hong Kong

