



ISIS Papyrus Training Guide 2022

CONTENT

Papyrus Virtual Workshops: Our answer to education during COVID-19	2
ISIS Papyrus Training Locations	3
All Courses at a Glance	4
Workshop Descriptions:	
Papyrus Document Designer and Formatting Workshop Development of formatted documents and statement applications	6
Papyrus Objects System Administrator Workshop Administration of the Papyrus Objects Platform for business processes and application analysis	7
Papyrus Objects Developer Workshop Developing object-oriented business applications in conjunction with the Papyrus WebRepository	8
Papyrus Experts Workshops Development of enhanced DOCDEF documents and workflow applications using Papyrus WebRepository	9
Papyrus Correspondence / Business Designer Workshop Usage of the Papyrus Business Correspondence Solution for business departments	10
Papyrus Correspondence / Administrator and Developer Workshops Complementary workshops for the configuration and extension of the Papyrus Business Correspondence Solution.	11
Papyrus Capture Solution Workshops Design and administration of Papyrus Capture Applications in Papyrus Objects	12
Papyrus Output Management Workshop Using DocumentPool for bundling, distribution and sorting, Automated Document Factory and Print & E-Delivery to different output channels and printer hardware, WebArchive for archiving and Internet delivery	13
Papyrus Certified Professional Five Papyrus certifications are available to cover the different industry requirements	14
General Information On-site training and registration	16
ISIS Papyrus Events 2021	16

Papyrus Academy Workshops awarded by ISTC

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

Each year, the **Institute of Scientific and Technical Communicators (ISTC)**, the largest UK body representing information development professionals, runs the [UK Technical Communication Awards \(UKTC\)](#) program

to reward technical documentation excellence. We are happy to announce that the Papyrus Academy workshops won 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.

The workshops are grouped into three categories, allowing also for custom classes tailored to your specific needs upon request.

Basic Workshops

- Papyrus Document Design and Formatting
- Papyrus Objects System Administrator

Advanced Workshops

- Papyrus Objects Developer
- Papyrus Experts Modules 1 and 2

Solution Workshops

- Papyrus Correspondence / Business Designer
- Papyrus Correspondence / Administrator and Developer
- Papyrus Capture Solution
- Papyrus Output Management

Since Spring 2020 we have successfully delivered all our workshops (standard and customer-specific) also in virtual or hybrid classrooms, with participants on-site as well as via video conference. So select what fits your requirements best and benefit from our flexible Papyrus Workshop offer!

Read more details about each workshop along with pricing information on our website. Please feel free to email me 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: Judith Gatscher-Riedl, 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.

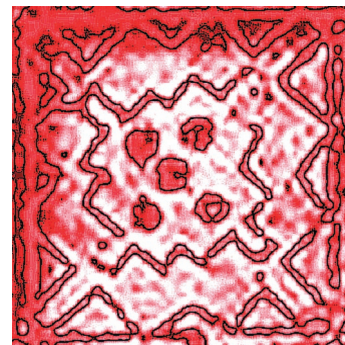
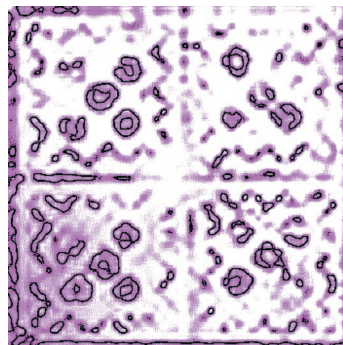
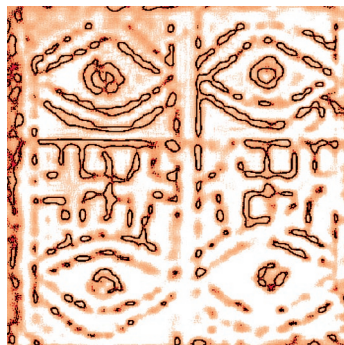
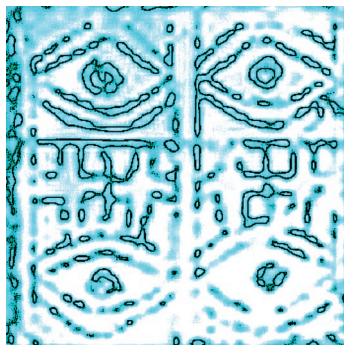
Experienced ISIS Papyrus Professionals have been chosen to conduct our workshop classes and deliver a high-quality experience.



Registration

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

All workshops and courses are offered in English and German.



Basic Workshops

Papyrus Document Designer and Formatting Workshop

Development of formatted document and statement applications

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 Objects System Administrator Workshop

Administration of the Papyrus Objects Platform for business processes and application analysis

Participants:

- System administrators
- Solution architects
- Project managers

Prerequisites:

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

Goals:

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

Advanced Workshops

Papyrus Objects Developer Workshop

Developing 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, principles of Papyrus Query Language, Papyrus Adapter techniques and Papyrus UI applications

Papyrus Experts Workshops

Development of enhanced DOCDEF documents 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)
- ME2: Web services with SOAP Adapter

AUSTRIA (German)

€ 2100	
February	14-18
May/June	30-3
November	7-11

AUSTRIA (English)

€ 2100	
January	24-28
April	25-29
September	12-16

USA (English)

USD 2400	
January	17-21
April	25-29
September	19-23

SINGAPORE (English)

USD 2400	
February	14-18
October	17-21

see page 6

AUSTRIA (German)

€ 2100	
February	21-25
April	25-29
August	22-26
November	21-25

AUSTRIA (English)

€ 2100	
Jan/Feb	31-4
March	7-11
September	19-23
November	21-25

USA (English)

USD 2400	
March	7-11
September	12-16

SINGAPORE (English)

USD 2400	
April	18-22
September	19-23

see page 7

AUSTRIA (German)

€ 2100	
March	14-18
October	17-21

AUSTRIA (English)

€ 2100	
February	7-11
October	26-30

USA (English)

USD 2400	
May	2-6
October	10-14

SINGAPORE (English)

USD 2400	
Date on request	

see page 8

AUSTRIA (German)

€ 1000/€ 1500*	
March	7-11
November	14-18

AUSTRIA (English)

€ 1000/€ 1500*	
February	21-25
November	7-11

USA (English)

USD 1200/USD 1700*	
Date on request	

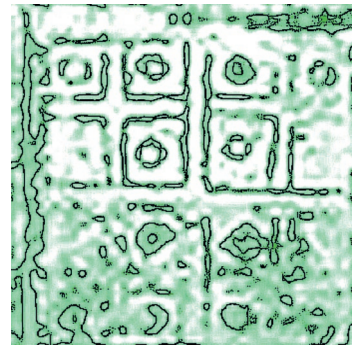
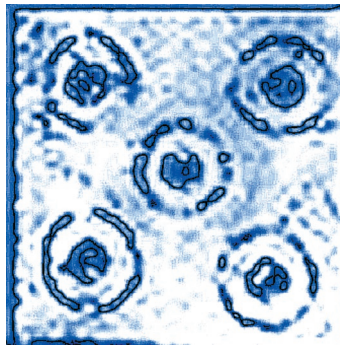
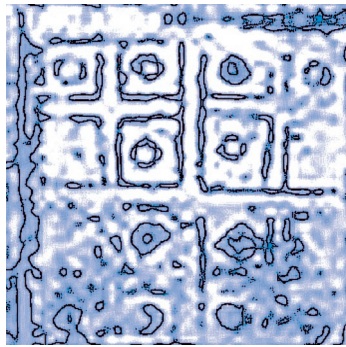
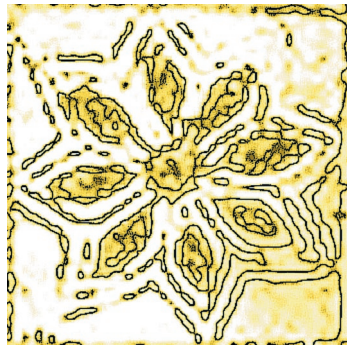
SINGAPORE (English)

USD 1200/USD 1700*	
Date on request	

*Pricing:

ME1: € 1000/ USD 1200
ME2: € 1500/ USD 1700

see page 9



Solution Workshops

Papyrus Correspondence / Business Designer Workshop

Usage of the Papyrus Business Correspondence Solution for business departments

Participants:

- Business users in the roles of Document Template Administrators, Release Managers, Testers and Clerks

Prerequisites:

- Domain-specific knowledge about business correspondence

Goals:

- Conceptual understanding 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 Correspondence / Administrator and Developer Workshops

Configuration and extension of the Business Correspondence Solution:

Papyrus Correspondence / Administrator Workshop (MCF1): 2 days
Papyrus Correspondence / Developer Workshop (MCF2): 3 days

Participants:

MCF1

- System administrators

MCF1+2

- Papyrus Designer developers

Prerequisites:

MCF1+2

- Papyrus Objects System Administrator Workshop

MCF2

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

Goals:

MCF1

- Implementation of a Papyrus Business Correspondence Solution
 - Settings and Node architecture
- MCF2
- From file-based document applications to Papyrus Objects integrated applications
 - Assemble document applications using Business Designer
 - Develop custom Correspondence Framework extensions

Papyrus Capture Workshops

Design and administration of Papyrus Capture Applications

Papyrus Capture Solution Workshop (MC1): 5 days
Papyrus Capture Designer Workshop (MC2): 4 days

Participants:

MC1

- System administrators
- Project managers

MC1+2

- Capture application developers

Prerequisites for both modules:

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

Goals:

MC1

- Introduction into concepts, features and workflow of 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

MC2

- Classification and extraction definitions with Papyrus Capture Designer

Papyrus Output Management Workshop

Develop output management applications for bundling, distribution, e-delivery, multi-channel output and 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

AUSTRIA (German)

€ 2100

Jan/Feb	31-4
March/April	28-1
September	19-23
December	12-16

AUSTRIA (English)

€ 2100

January	17-21
April	4-8
August	22-26
December	12-16

USA (English)

USD 2400

March	14-18
September	12-16

SINGAPORE (English)

USD 2400

May	16-20
September	26-30

see page 10

AUSTRIA (German)

€ 1000/€ 2500*

June	20-24
October	10-14

AUSTRIA (English)

€ 1000/€ 2500*

March	14-18
October	3-7

USA (English)

€ 1200/€ 2900*

April	18-22
September	12-16

SINGAPORE (English)

€ 1200/€ 2900*

March	7-11
October	3-7

***Pricing:**

MCF1: € 1000/ USD 1200
MCF1+2: € 2500/ USD 2900

see page 11

AUSTRIA (German)

€ 2600 / €2100*

March	21-25
May	16-20
October	3-7

AUSTRIA (English)

€ 2600 / €2100*

February	14-18
May/June	30-3
November	14-18

USA (English)

USD 3000 / USD 2400*

Date on request

SINGAPORE (English)

USD 3000 / USD 2400*

Date on request

***Pricing:**

MC1: € 2600/ USD 3000
MC2: € 2100/ USD 2400

see page 12

AUSTRIA (German)

€ 2100

April	4-8
September	12-16

AUSTRIA (English)

€ 2100

March/April	28-1
October	17-21

USA (English)

USD 2400

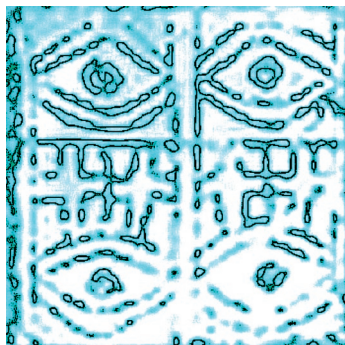
Feb/March	28-2
September	26-30

SINGAPORE (English)

USD 2400

Date on request

see page 13



All ISIS Papyrus courses are also offered as In-house Workshops (see page 16).

ISIS Papyrus offers optional single-room hotel accommodation for classroom courses for approximately USD 100 / € 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)

€ 2100

February	14-18
May/June	30-3
November	7-11

AUSTRIA (English)

€ 2100

January	24-28
April	25-29
September	12-16

USA (English)

USD 2400

January	17-21
April	25-29
September	19-23

SINGAPORE (English)

USD 2400

February	14-18
October	17-21

Papyrus Document Designer and Formatting Workshop

Development of formatted document and statement applications

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

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

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

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

Papyrus Objects System Administrator Workshop

Administration of the Papyrus Objects Platform for business processes and application analysis

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:

- Command of the Papyrus Objects administrative tasks
- Create applications from existing frameworks and run production
- Use of Papyrus Query Language (PQL) to automate 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:

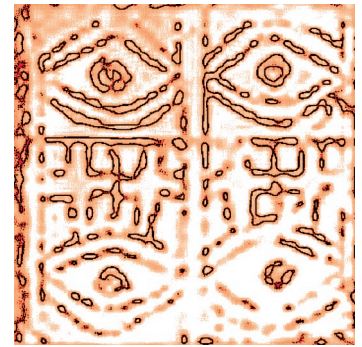
- Task administration
- Setting up queues and tools
- Configuration of Adapters/Receivers
- Using Agent rule workflows
- Using ADF-based workflows

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 16).

ISIS Papyrus offers optional single-room hotel accommodation for classroom courses for approximately USD 100 / € 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)

€ 2100

February	21-25
April	25-29
August	22-26
November	21-25

AUSTRIA (English)

€ 2100

Jan/Feb	31-4
March	7-11
September	19-23
November	21-25

USA (English)

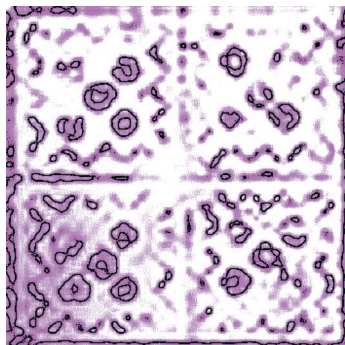
USD 2400

March	7-11
September	12-16

SINGAPORE (English)

USD 2400

April	18-22
September	19-23



All ISIS Papyrus courses are also offered as In-house Workshops (see page 16).

ISIS Papyrus offers optional single-room hotel accommodation for classroom courses for approximately USD 100 / € 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)

€ 2100

March	14-18
October	17-21

AUSTRIA (English)

€ 2100

February	7-11
October	26-30

USA (English)

USD 2400

May	2-6
October	10-14

SINGAPORE (English)

USD 2400

Date on request

Papyrus Objects Developer Workshop

*Developing object-oriented business applications
in conjunction with the Papyrus WebRepository*

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, principles of 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 Experts Workshops

Development of enhanced DOCDEF documents 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

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 document 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

Goals:

ME1

- Implementing complex document requirements using extended Papyrus Designer and DocEXEC features and functions
- Document application analysis and tuning

ME2

- Accessing object definitions in Papyrus Objects from DocEXEC
- Advanced usage of the Papyrus Query Language (PQL) as script language
- Set up of a SOAP web service provider and consumer

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):

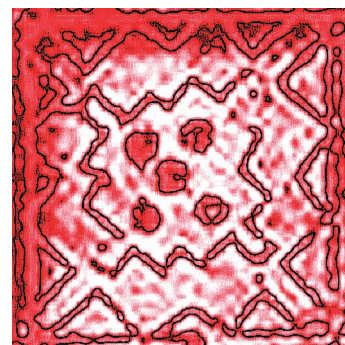
- Advanced lessons on PQL as script language
- PQL concepts and guidelines (system attributes, PQL sets, variables, operators, selectors and navigation)
- Calling methods, date/time functions
- Calling nested PQLs
- Efficient search definitions
- Parallel search in distributed Depots
- Explicit transaction handling
- Rollback handling with/without sub-transactions

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



All ISIS Papyrus courses are also offered as In-house Workshops (see page 16).

ISIS Papyrus offers optional single-room hotel accommodation for classroom courses for approximately USD 100 / € 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)

€ 1000/€ 1500*

March	7-11
November	14-18

AUSTRIA (English)

€ 1000/€ 1500*

February	21-25
November	7-11

USA (English)

USD 1200/USD 1700*

Date on request

SINGAPORE (English)

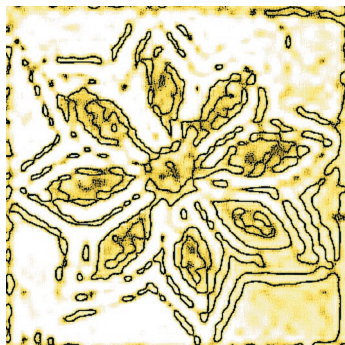
USD 1200/USD 1700*

Date on request

*Pricing:

ME1: € 1000/ USD 1200

ME2: € 1500/ USD 1700



All ISIS Papyrus courses are also offered as In-house Workshops (see page 16).

ISIS Papyrus offers optional single-room hotel accommodation for classroom courses for approximately USD 100 / € 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)

€ 2100

Jan/Feb	31-4
March/April	28-1
September	19-23
December	12-16

AUSTRIA (English)

€ 2100

January	17-21
April	4-8
August	22-26
December	12-16

USA (English)

USD 2400

March	14-18
September	12-16

SINGAPORE (English)

USD 2400

May	16-20
September	26-30

Papyrus Correspondence / Business Designer Workshop

Usage of the Papyrus Business Correspondence Solution for business departments

Duration: 5 days

Time: Mo 11–17, Tu–Th 9–17, Fr 9–15

Participants:

- Business users in the roles of Template Administrators, Release Managers, Testers, Clerks and Supervisors

Prerequisites:

- Domain-specific knowledge about business correspondence

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

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

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
- Queries about usage of building blocks and documents from the library

Papyrus Correspondence / Administrator and Developer Workshops

We offer two complementary workshops for the configuration and extension of the Papyrus Business Correspondence Solution.

Duration:

Module 1 (MCF1): Papyrus Correspondence / Administrator Workshop, 2 days (Mo-Tu)

Module 2 (MCF2): Papyrus Correspondence / Developer Workshop, 3 days (We-Fr)

Time:

Mo 11–17, Tu–Th 9–17, Fr 9–15

Participants:

- MCF1: System administrators
- MCF1+2: Papyrus Designer developers (should attend both modules)

Prerequisites:

MCF1

- System administration experience
- Papyrus Objects System Administrator Workshop

MCF2

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

Goals:

MCF1

- Implementation of a Papyrus Business Correspondence Solution
- Create and configure a target Node architecture
- Configure business users using scope settings
- Expose resources to document correspondence

MCF2

- From file-based DOCDEF applications to Papyrus Objects integrated applications
- Migration options
- Import resources to the Resource Collection
- Assembling document applications utilizing Papyrus Business Designer
- Developing custom Correspondence Framework extensions

Content:

Module 1 (MCF1)

Papyrus Correspondence/Administrator Workshop

- 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

Module 2 (MCF2)

Papyrus Correspondence/Developer Workshop

Papyrus Document Designer and DocEXEC features:

- Create hyperlinks using text subcommands `_LINK()` and `_LINKEND()`

- Use STICKER command to link to PDF document
- Usage of external TrueType fonts (TTF)
- Usage of barcode types PDF417, QR, Datamatrix, Maxicode
- Output for optimized message placement with PURGE command
- Usage of color profiles with CMRPROFILE command
- Define text styles with TEXTSTYLE command
- Usage of hyphenation and spellchecking libraries
- Interactive document applications with Papyrus Client Canvas

Document template definition with Business Designer:

- Create document templates from building blocks

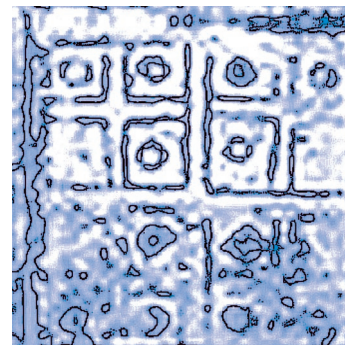
- Administrate building block templates
- Change management process

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



All ISIS Papyrus courses are also offered as in-house Workshops (see page 16).

ISIS Papyrus offers optional single-room hotel accommodation for classroom courses for approximately USD 100 / € 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)

€ 1000/€ 2500*

June	20-24
October	10-14

AUSTRIA (English)

€ 1000/€ 2500*

March	14-18
October	3-7

USA (English)

€ 1200/€ 2900*

April	18-22
September	12-16

SINGAPORE (English)

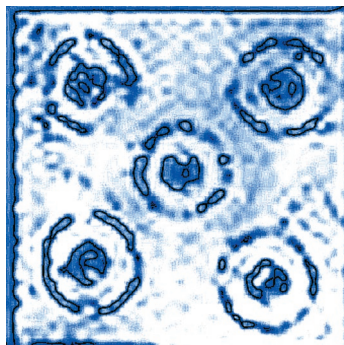
€ 1200/€ 2900*

March	7-11
October	3-7

*Pricing:

MCF1: € 1000/ USD 1200

MCF1+2: € 2500/ USD 2900



All ISIS Papyrus courses are also offered as In-house Workshops (see page 16).

ISIS Papyrus offers optional single-room hotel accommodation for classroom courses for approximately USD 100 / € 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)

€ 2600 / € 2100*

March	21-25
May	16-20
October	3-7

AUSTRIA (English)

€ 2600 / € 2100*

February	14-18
May/June	30-3
November	14-18

USA (English)

USD 3000 / USD 2400*

Date on request

SINGAPORE (English)

USD 3000 / USD 2400*

Date on request

***Pricing:**

MC1: € 2600/ USD 3000
MC2: € 2100/ USD 2400

Papyrus Capture Workshops

Design and administration of Papyrus Capture Applications in Papyrus Objects

Duration:

Module 1 (MC1): Papyrus Capture Solution Workshop, 5 days (Mo-Fr)

Module 2 (MC2): Papyrus Capture Designer Workshop, 4 days (Mo-Th)

Time:

Mo 11-17, Tu-Th 9-17, Fr 9-15

Participants:

- MC1: System administrators
- MC1: Project managers
- MC1+2: Capture application designers

Prerequisites:

MC1+2

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

Goals:

MC1

- Introduction into concepts, features and workflow of 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

MC2

- Classification and extraction definitions with Papyrus Capture Designer

Content:

Module 1 (MC1)

Papyrus Capture Solution

Administrator and Developer Workshop

The Papyrus Capture Solution Workshop trains in a classroom presentation the configuration and design of practical, real-life Capture applications.

- Demonstration and feature introduction of a complete Capture Solution
- Planning a Capture Solution project
- Setup and configuration of a new Capture Solution
 - Document definitions
 - Import documents
 - Capture depots
 - Capture document factory
 - Document classification
 - Capture lookup
 - Rules and data validation
 - Mask definitions for Capture Business User Interfaces
- Working with a Papyrus Capture Solution
 - Scan documents with Papyrus Scan Client
 - Editing and manual verification of documents with Papyrus Client Capture (Document Workplace, Completion View)
 - Document administration with Papyrus Business Designer Capture
- Document distribution: export documents into file system

Module 2 (MC2)

Papyrus Capture Designer Workshop

- Introduction into Papyrus Capture Designer
- Handling of unstructured and structured documents
- Recognition engines - optical character recognition (OCR, ICR)
- Aspects of optimal form design and document layout
- Papyrus Capture designer project specification
- Taxonomy of element types of a Papyrus Capture Designer definition
- Schema definition and extraction definition
- Development of a new document class (category):
 - Normalization techniques using anchors, color and gray-scale images
 - Image preprocessing
 - Absolute and relative regions
 - Character recognition and optical mark recognition
 - Text processing using pattern matching
 - Validation rules
 - Classification
 - Layout
 - Table definition
- Optimization of an extraction definition

Papyrus Output Management Workshop

Using DocumentPool for bundling, distribution and sorting, using Automated Document Factory and Print & E-Delivery to different output channels and printer hardware, using WebArchive for archiving and Internet delivery

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:

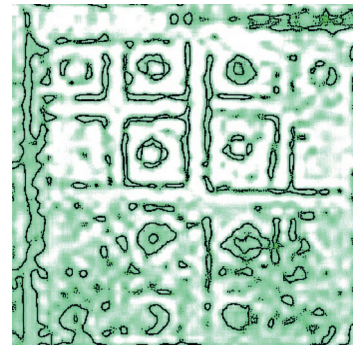
- Settings configuration
- Managing jobs, queues and output channels
- Resource management
- Installing and configuring Adapters
- Managing printers in the network
- Passing output channel information from the input data to PED
- PED-based bundling configuration
- Email as output channel
- Creation of 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



All ISIS Papyrus courses are also offered as In-house Workshops (see page 16).

ISIS Papyrus offers optional single-room hotel accommodation for classroom courses for approximately USD 100 / € 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)

€ 2100

April	4-8
September	12-16

AUSTRIA (English)

€ 2100

March	28-1
October	17-21

USA (English)

USD 2400

Feb/March	28-2
September	26-30

SINGAPORE (English)

USD 2400

Date on request

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 € 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 details 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

€ 600/USD 800

March 25

June 24

December 2

Papyrus Certified Professional 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.

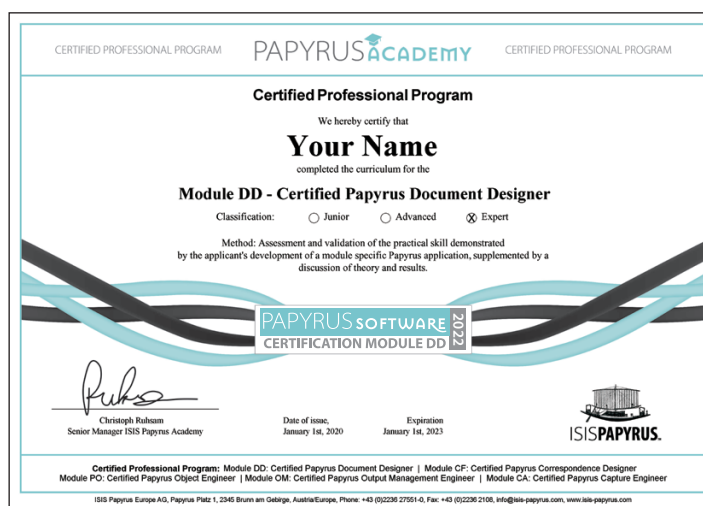
Eligibility:

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/Administrator and Developer Workshops
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 Output Management Workshop
MODULE CA Certified Papyrus Capture Engineer	<ul style="list-style-type: none"> • Papyrus Objects System Administrator Workshop • Papyrus Objects Developer Workshop • Papyrus Capture Solution 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 2022 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 2022 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 2022 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 / Administrator and Developer Workshops

PAPYRUS SOFTWARE 2022 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 Output Management Workshop

PAPYRUS SOFTWARE 2022 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 Solution Workshop
- Papyrus Capture Designer Workshop

Certification Procedure

Preparation 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 (0.5 hr.)

- Discussion of candidate results

Certification degrees

- Junior skills
- Advanced skills
- Expert skills

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 (DVD or 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/workshop-reg

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 guides (DVD or download) are included in the price.

Please note that all our prices are quoted net and do not include local taxes. Terms and conditions for ISIS Papyrus Services apply.

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/e15/pages/workshops/workshops.html>

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

