Our training program comprises product- and module-based courses on Valuemation for both users and system administrators. The program offers every user group the opportunity to take part in its own special and extremely practical training courses. In Valuemation training, we familiarize you with the operation, functions and technical aspects of the Valuemation Suite. Special training courses enable users as well as administrators to handle Valuemation with confidence within a short time. We would be delighted to adapt any of our courses to best address your individual requirements. We are also prepared to hold training courses directly on your company’s premises.
USER TRAINING COURSES:

Valuemation Service Portfolio Manager (1 day)
--- Introduction to the basic functionality of the module
Target group: End users and process owners
Prerequisites: None (except PC knowledge)
Contents:
• Important master data for the Service Portfolio Manager
• Creation of service templates
• Creation of service instances

Valuemation Service Request Manager (2 days)
--- Introduction to the basic functionality of the module
Target group: End users and process owners
Prerequisites: None (except PC knowledge)
Contents:
• From creation of service requests to approval
• Fulfillment process in the Service Request Manager
• Definition of shopping cart/catalog

Valuemation Resource Manager (1 day)
--- Introduction to the basic functionality of the module
Target group: End users and process owners
Prerequisites: None (except PC knowledge)
Contents:
• Introduction to the Valuemation interface
• Creating master data for the management of resources
• Defining and allocating resources

Valuemation Supplier Manager (1 day)
--- Introduction to the basic functionality of the module
Target group: End users and process owners
Prerequisites: None (except PC knowledge)
Contents:
• Introduction to the Valuemation interface
• Creating master data for the management of suppliers
• Executing the assessment and analysis of suppliers

You’ll find more details and the current costs per training on our website www.valuemation.com. Please register for the trainings of your choice!
**Valuemation Asset Manager (1 day)**

--- Introduction to the basic functionality of the module

**Target group:**
- End users and process owners

**Prerequisites:**
- None (except PC knowledge)

**Contents:**
- Introduction to the Valuemation interface
  - IMAC process with system configuration and relocation, set-up of connections between systems, components
  - Important master data for the Asset Manager

**Valuemation Contract Manager (1 day)**

--- Introduction to the basic functionality of the module

**Target group:**
- End users and process owners

**Prerequisites:**
- None (except PC knowledge)

**Contents:**
- Introduction to the Valuemation interface
  - Creating contracts
    - Creating framework and call-off contracts
    - Contracts and Aspera SmartTrack
  - Important master data for the Contract Manager

**Valuemation Incident & Problem Manager (1 day)**

--- Introduction to the basic functionality of the module

**Target group:**
- End users and process owners

**Prerequisites:**
- None (except PC knowledge)

**Contents:**
- Introduction to the Valuemation interface
  - ITIL® processes for incident and problem management
  - Creating and processing incidents and problems
  - Working with master incidents

**Valuemation Change Manager (1 day)**

--- Introduction to the basic functionality of the module

**Target group:**
- End users and process owners

**Prerequisites:**
- None (except PC knowledge)

**Contents:**
- Introduction to the Valuemation interface
  - ITIL® process for change management
  - Creating and processing changes

**Valuemation Release Manager (1 day)**

**Target group:**
- End users and process owners

**Prerequisites:**
- None (except PC knowledge)

**Contents:**
- Introduction to the Valuemation interface
  - ITIL® process for release management
  - Creating and processing releases

**Valuemation Costing & Charging Manager (1 day)**

--- Introduction to the basic functionality of the module

**Target group:**
- End users and process owners

**Prerequisites:**
- None (except PC knowledge)

**Contents:**
- Definition of master data for the Costing & Charging Manager
  - Definition of interface structures for importing accounting data
  - Definition of assignment structures for determining account assignment objects
  - Definition of price structures
  - Reporting/analysis of accounting results

**Valuemation Planning & Calculation Manager (2 days)**

--- Introduction to the basic functionality of the module

**Target group:**
- End users and business administrators

**Prerequisites:**
- None (except PC knowledge)

**Contents:**
- Definition of master data for the Planning & Calculation Manager
  - Definition of cost structures for planning (budget planning)
  - Definition of distribution structures for calculating service costs
  - Reporting/analysis of planning and calculation results
ADMINISTRATOR TRAINING COURSES:

Valuemation Customizer (2 days)
— Introduction to the configuration options for Valuemation
Target group:
• System managers, system administrators
Prerequisites:
• Participation in user training courses on basic modules (e.g. Asset Manager, Incident & Problem Manager etc.)
• Knowledge of databases and data modeling
Contents:
• Customizing Valuemation for company-specific needs

Valuemation Business Process Manager (1 day)
— Introduction to creating processes in Valuemation
Target group:
• System managers, system administrators
Prerequisites:
• Basic knowledge of Valuemation, knowledge of customizing
• Knowledge of BPMN 2.0
• Workflow knowledge is advantageous
Contents:
• Introduction to the mapping of processes in Valuemation

Valuemation Authorization (1 day)
— Introduction to Valuemation's user and authorization concept
Target group:
• System managers, system administrators
Prerequisites:
• Training Valuemation Customizer
Contents:
• Creating and processing Business Views, Smart Tiles and Info Objects
• Creating start pages for Business Views
• Creating a suitable role and user concept

Valuemation Reports and Dashboards (1 days)
— Introduction to configuration options for Valuemation Analytics in conjunction with Valuemation
Target group:
• System managers, system administrators
Prerequisites:
• Knowledge of Valuemation data model
Contents:
• Creating reports and dashboards with Valuemation Analytics
• Creating reports with the Report Designer in Valuemation Analytics
• General configuration of Valuemation Analytics
• Integrating dashboards in Valuemation Info Objects resp. Smart Tiles
• Integrating reports in Valuemation

Valuemation Workflows (2 days)
— Introduction to the Valuemation workflow concept
Target group:
• System managers, system administrators
Prerequisites:
• Basic knowledge about customizing Valuemation plus basic programming skills
• Basic knowledge of a scripting language
Contents:
• Handling the workflow creation tool
• Definition of workflows with standard nodes
• Integration of Python scripts
• Use of Valuemation API
• Working with the actions customizer

Valuemation Visualizer (1 day)
— Introduction to the configuration options for the Valuemation Visualizer
Target group:
• System managers, system administrators
Prerequisites:
• Knowledge of the Valuemation data model
• Basic knowledge of customizing Valuemation
Contents:
• Creating Visualizer definitions
• Special aspects of the Visualizer’s graphical views