



Course Description

AMOS Virtual Classroom

Publication Management

Course Description

This Virtual Classroom Training is designed to give a full overview of the programs: “Configuration Publication Management”, “Publication Management” and “Publication Management Report”.

Course Objectives

Upon completion of this course, you will be able to:

- ✓ Set up the program “Configuration Publication Management” with different publication- and Locations types, distribution lists with their own members and advanced filters.
- ✓ Enter different types of documents and revise them.
- ✓ Understand the complete flow of a publication in relation to the programs “Engineering Orders” and “View Edit Modifications”.
- ✓ Print various reports regarding the main details about the publication such as “Latest Revisions”, “Distribution State Report” etc.

Who should attend

Technical Librarians and Engineering Personnel who need to set up the publication process and handle technical documents.

AMOS

AMOS Training

Prerequisite	AMOS Basics Training
Skill	Beginner to medium
Type	Virtual Classroom
Duration	2 to 3 hours (including breaks)
Times	Please check our website http://swiss-as.com/training.do and/or your letter of invitation for the exact time.
Training Costs	See price list.
Registration	Please register your participant(s) via www.swiss-as.com .