

System Administration

Training Course Details

Duration and location: 1-day course at 2 Burgage Square, Merchant Gate, Wakefield. The training runs from 9.30am until 4.30pm.

Included: All course material, course manual, lunch and refreshments.

Delegate information

Who should attend?

- Agility System Administrators
- System Champions

Delegate prerequisites:

- Basic PC Skills including using an internet browser
- Previous attendance of the Introduction to Agility Course

Why attend?

On completion of this course you will be able to effectively manage your standing data, triage helpdesk, work order checklists, users and system security.

You will learn how to:

- Establish standing data to drive your Agility system
- Create and Modify custom menus in Agility
- Create new Agility user accounts
- Create and apply security groups to limit user activity and viewable data

Course Content		Time
Module 1	Standing data, creation and use	1.5
Module 2	Triage Question Creation	0.75
Module 3	Creating and Modifying User Menus	1.0
Module 4	Secure Password Functionality	0.5
Module 5	Creating and Modifying User Accounts	0.75
Module 6	Agility System Permissions	0.75
Module 7	Creating and Managing Labour Resource	0.75