

Infor Education Subscriptions

Infor Lawson



Education

Consistent, Convenient, Cost Effective

At-a-Glance

With budgets tightly constrained, your organization may be like many others that are looking for cost effective ways to train employees without sacrificing learning quality. You can minimize training costs and maximize learning results with Infor Education Subscriptions— training in a self-paced learning environment. Best of all, this training service is delivered online from the convenience of your desktop, reducing the need to travel and spend time away from the office. For a low annual fee, your team will receive unlimited access to all courses included in the subscription.

Benefits

Infor's self-paced eLearning courses supplement the classroom experience. We provide online courses you can access from your desktop anytime, anywhere reducing your cost of travel.



Offer training anytime, anywhere – allowing employees to participate whenever it fits into their personal and work schedules



Eliminate travel expenses, instructor fees, and other costs related to conventional classroom training



Develop functionally sound, proficient users via courses focused on specific business needs



Consistently deliver the same experience to all users – nothing is lost or altered in knowledge transfer

Subscription Pricing

Tiered pricing makes our online subscription libraries affordable for any size organization, whether you have just a few users or thousands who could benefit from on-demand performance support. Subscription courses are licensed on a named user basis. A 'named user' is an individual authorized to access the course content at any given time and is not transferable.

Subscription Content

The subscription includes three types of eLearning - courses, simulations and recordings.

Courses

- Features: Formal course where you learn new concepts, theories and processes via our self-paced eLearning
- Benefits: Provides a solid conceptual foundation combining functionality overviews with demonstrations of key functions
- Delivery: Interactive, multimedia courses delivered via a web browser interface that may include audio, animated graphics, demonstrations and practice exercises
- Audience: Targeted to the entire team

Simulations

- Features: Step-by-step instruction on how to do common processes across the application
- Benefits: Provides risk-free practice on “how to” use the application to complete typical workflows; builds confident, self-reliant users
- Delivery: Interactive, multimedia courses delivered via a web browser; available in “see it” and “try it” modes
- Audience: Targeted to users who work with the application daily and require a thorough understanding of key business processes




Recordings

- Overview or instructional sessions recorded by subject-matter experts

Note: This subscription also contains access to prior Lawson content.

Training is structured into three tiers








The icon in front of each course in the list denotes the tier to which that course belongs.

 <p>Fundamental Classes Provide product overview including purpose, benefits and value</p>	 <p>Use Classes Equip students with skills and knowledge necessary to use the system</p>	 <p>Implementation Classes Accelerate the employment of Infor software, from installation to integration with other systems, and prepare technical support for troubleshooting after go-live</p>
--	--	--

Infor Lawson

Course Name	Description	Hours
Financial Management		
 Lawson: AP Invoice Automation Highlights	Learn how Infor Lawson AP Invoice Automation benefits organizations by helping to simplify invoice review and approval and reduce processing costs while providing faster access to more complete information about invoices and their dispensation.	0.25
 Lawson: Infor Lawson Mobile Financials at Your Fingertips	Infor Lawson Mobile Financials helps finance and accounting staff quickly research and get status on account balances, invoices, and payments through their mobile devices. Designed specifically to work with Infor Lawson Financials, the mobile application allow users to review and approve invoices in accounts payable, review open customer invoices and related payments, and also lookup and review customer details and history. Mobile Financials allows users on-demand access to financial information at a mobile convenience.	0.25
 Lawson: Using Accounts Payable - See it, Try it	This collection of simulations covers information on Infor Lawson Accounts Payable. The simulations review setting up codes and vendors, as well as entering, releasing and maintaining invoices. These simulations are for version 10.0.x and all previous versions. Users who require more in-depth learning can register for the instructor-led training course, Lawson: Using Accounts Payable .	0.75
 Lawson: Using Project Accounting - See it, Try it	This collection of simulations covers information and practice needed to perform Project Accounting functions. The simulations review defining activities and activity budgets, as well as audit tracking. These simulations are for version 10.0.x and all previous versions. Users who require more in-depth learning can register for the instructor-led training course, Lawson: Using Project Accounting .	0.75
 Lawson: Administering AP Invoice Automation - See it, Try it	This collection of simulations covers knowledge and skills an administrator needs to manage the Lawson AP Invoice Automation application. The simulations review creating, submitting, and approving invoices, as well as invoice routing rules. These simulations are for Lawson AP Invoice Automation version 10.1.1 and all previous versions. Users who require more in-depth learning can register for the instructor-led training course, Lawson: Administering AP Invoice Automation .	1.25
Supply Chain Management		
 Lawson: Fast and Convenient with Infor Lawson Mobile Assets	Fast and Convenient with Infor Lawson Mobile Assets helps organizations quickly look up assets, perform inventory, and update asset information through mobile devices. This mobile application provides mapping of locations and barcode scanning for easier inventory and higher accuracy. With its enhanced user experience and centralized Lawson security, Mobile Assets makes accessing your asset information faster and easier.	0.25
 Lawson: Using Point of Use in Clinical Departments	This course covers the utilization of Point of Use for managing inventory in clinical departments. This training is for version(s): Lawson Point of Use 10.1.4.0 and all previous versions	1




	Lawson: Using Infor Lawson Mobile Inventory	Designed to work with the Inventory Control module within the Infor Lawson Supply Chain Management product suite, Infor Lawson Mobile Inventory is designed to look up and update inventory information through a mobile device. Key features include determining item availability, reviewing locations and seeing items with balance availability, reviewing and adjusting a replenishment worksheet, and reviewing and updating par levels for a location.	0.25
	Lawson: Using Infor Lawson Mobile Requisitions	The purpose of this course is to demonstrate how to create requisitions, view their status, and receive shipments through an interface to Lawson Procurement applications on mobile devices.	0.25
	Lawson: Using Requisitions - See it, Try it	This collection of simulations covers Lawson Requisitions features and set-up processes for effectively managing your organization's requisition activities. The simulations review defining, processing, and maintaining requisitions. These simulations are for version 10x and all previous versions. Users who require more in-depth learning can register for the instructor-led training course, Lawson: Using Requisitions .	1
Talent Management			
	Lawson: Using Goal and Performance Management - See it, Try it	This collection of simulations covers the information and practice needed to successfully set up and manage goals, and implement and use performance appraisals. These simulations are for Infor Goal and Performance Management version 10.2 and all previous versions. Users who require more in-depth learning can register for the instructor-led training course, Lawson: Using Goal and Performance Management .	0.75
	Lawson: Using Talent Acquisition - See it, Try it	This collection of simulations covers planning, integration factors, and setup of Talent Acquisition components such as codes, templates, assessments and configuration of internal and external recruitment processes. These simulations are for version 10.2 and all previous versions. Users who require more in-depth learning can register for the instructor-led training course, Lawson: Using Talent Acquisition .	1
Business Process Management			
	Lawson: Introduction to Using Microsoft Add-Ins Upload Wizard	This course covers key uses of the Infor Lawson Upload Wizard, methods for uploading data, and steps for uploading data. This training is for version(s) : 10.0.x and all previous versions.	1
	Lawson: Creating Custom Triggers for Infor Process Automation	This course introduces the purpose of and procedures for creating custom triggers for Infor Process Automation. The course covers custom triggers for both the Infor Landmark and Infor Lawson applications. This training is for version(s): 10.1.0 and all previous versions.	1
	Lawson: Using Microsoft Office Add-Ins - See it, Try it	This collection of simulations explores advanced tricks and tips of Lawson Add-ins for Microsoft Office. The simulations review the query and upload wizards. Users who require more in-depth learning can register for the instructor-led training course, Lawson: Using Microsoft® Office Add-Ins .	1.75
System Foundation			
	Lawson: Introduction to Smart Office	This course introduces the purpose, benefits, and functionality of Smart Office for Lawson. The course covers navigation and personalization of the Smart Office interface, as well as its use as a tool for increasing efficiency in querying. This training is for version(s): 10.1.1 and all previous versions.	1

	<p>Lawson: System Foundation Differences 9.x-10.x - See it, Try it</p>	<p>This collection of simulations explains the differences between versions 9.0.1 and 10 for Lawson System Foundation & Administration. Users who require more in-depth learning can register for the instructor-led training course, Lawson: System Foundation Differences 9.x - 10.x.</p>	0.25
	<p>Lawson: User Administration - See it, Try it</p>	<p>This collection of simulations helps Lawson system administrators with creating, provisioning, editing and disabling Landmark users in Infor Rich Client and the ISS Administrator tool. Simulation topics also include granting access to Infor Lawson Add-ins for Microsoft® Office, monitoring users, using Lawson and Landmark Security Reports, adding and modify groups and users in Infor Lawson Mobile Supply Chain Management, and granting user access to the Lawson Business Intelligence dashboard. Users who require more in-depth learning can register for the instructor-led training course, Lawson: User Administration.</p>	1.5
	<p>Lawson: Administering Security - See it, Try it</p>	<p>This collection of simulations covers how to set up security roles, classes, profiles, and rules; how to grant access to data sources, forms, and files; and how to secure printers, job queues, environment services, reports, users, and security. This training is applicable for the Infor Lawson Security version 10. Users who require more in-depth learning can register for the instructor-led training course, Lawson: v10 Administering Security.</p>	0.50
	<p>Lawson: Administering System Foundation for Windows - See it, Try it</p>	<p>This collection of simulations covers how to effectively implement and maintain Lawson on a Windows platform. Users who require more in-depth learning can register for the instructor-led training course, Lawson: v10 Administering System Foundation for Windows.</p>	3.25
	<p>Lawson: Administering System Foundation for UNIX - See it, Try it</p>	<p>This collection of simulations covers how to effectively implement and maintain Lawson on a UNIX platform. These simulations are for version 10. Users who require more in-depth learning can register for the instructor-led training course, Lawson: v10 Administering System Foundation for UNIX.</p>	3.25
	<p>Lawson: Administering Landmark Foundation - See it, Try It</p>	<p>This collection of simulations covers the technical fundamentals needed for understanding the Landmark system and applications, providing Landmark administrators with guidance and hands-on practice on how to perform specific tasks associated with effective implementation and maintenance of Landmark. These simulations are for version 10.1. Users who require more in-depth learning can register for the instructor-led training course, Lawson: Administering Landmark Foundation.</p>	0.75
	<p>Lawson: Administering Smart Office - See it, Try it</p>	<p>This collection of simulations covers the fundamentals needed for understanding use and administration of Smart Office. It provides Lawson Smart Office administrators with task demonstration and hands-on practice for effective implementation and maintenance of common tasks and administration activities in Smart Office. These simulations are for version 10.x and all previous versions. Users who require more in-depth learning can register for the instructor-led training course, Lawson: Administering Smart Office.</p>	1

Infor Technology Platform

Course Name	Description	Hours
Infor Ming.le		
 Infor Ming.le: Overview	This course provides an overview of Infor Ming.le, as recorded from an introductory conference call.	0.75
 Infor Ming.le: Creating Stream Templates in Infor Ming.le	This course will provide Ming.le end-users the necessary information to allow them to create templates necessary for the use of the Stream feature in Infor Ming.le.	0.75
 Infor Ming.le: Using Streams in Infor Ming.le	This course will provide end-users information on how to use the Steams feature of the Infor Ming.le product.	0.5
Infor ION		
 ION: Introduction to the ION Suite	The purpose of this course is to provide a general introduction to Infor ION. It explains the goals of the product and includes an overview of the components, such as ION Connect, ION Workflow and ION Event Management. This training is applicable for Infor ION version 11.0.	0.5
 ION: Introduction to ION Workflow	The purpose of this course is to provide a general introduction to Infor ION Workflow. It explains the goals and concepts of ION Workflow, gives an overview of how to model and how to start a workflow and how to deal with user tasks and notifications. This training is applicable for Infor ION version 11.0.	0.75
 ION: Introduction to ION Connect	The purpose of this course is to provide a general introduction to Infor ION Connect. It explains the goals and concepts of ION Connect, the available connectors, and gives an overview of the modeling and management of ION Connect using ION Desk. This training is applicable for Infor ION version 11.0.	0.5
 ION: Workflow Exit Points	The purpose of this course is to explain how to use workflow exit points in Infor ION. It shows the background of workflow exit points and explains how to create and use a workflow exit point. This training is applicable for Infor ION version 11.0.	0.5
 ION: Desk Authorizations	The purpose of this course is to show how to set up authorizations for ION Desk, which is the modeling and management tool for Infor ION. It explains the concepts such as roles, profiles and permissions, and explains how to configure the authorizations. This training is applicable for Infor ION version 11.0.	0.5
Infor ION Business Vault		
 ION Business Vault: Foundation	This course provides an overview of the ION Business Vault application.	0.5
 ION Business Vault: BI Solutions Overview from Source to Analytics	This session provides a BI solutions overview from the source systems through the ION Technology applications to Infor BI Analytics. It highlights the ION Business Vault filling the gaps between BODs and BI Analytics.	0.5

Icon Key:  Fundamental Class  Use Class  Implementation Class

 ION Business Vault: Product Overview	This session provides a general overview of Infor ION Business Vault application and navigation. It walks you through some of the key features included in the Business Vault.	0.25
 ION Business Vault: Operations	This course describes how to use ION Business Vault in your day-to-day operations, including the Document Trace feature, data store management, the Replays feature, and error management.	1
 ION Business Vault: Import and Export Functionality	This course walks you through how to import and export hierarchy, dimension and cube definitions and associated model objects. The primary purpose of the import and export functionality is to copy definitions from one Infor ION Business Vault to another.	0.25



641 Avenue of the Americas
New York, NY 10011
800-260-2640
infor.com

About Infor

Infor is the world's third-largest supplier of enterprise applications and services, helping more than 73,000 large and mid-size companies improve operations and drive growth across numerous industry sectors. To learn more about Infor, please visit www.infor.com.

Copyright© 2015 Infor. All rights reserved. The word and design marks set forth herein are trademarks and/or registered trademarks of Infor and/or related affiliates and subsidiaries. All other trademarks listed herein are the property of their respective owners. This document is provided for informational purposes only and does not constitute a commitment to you in any way. The information, products and services described herein are subject to change at any time without notice. www.infor.com.
INFDP1446522-en-US-0115-2