

Infor SunSystems Education



Education

Master Infor products. Maximize your potential.

Only by understanding the wide-ranging potential of your Infor solution can you tap into its full value for your business. Better training leads to a higher return on your technology investment. Infor Education gets you there with targeted training solutions.

Training is structured into three tiers



Fundamentals Classes

Provide product overview including purpose, benefits and value



Use Classes

Equip students with skills and knowledge necessary to use the system



Implementation Classes

Accelerate the employment of Infor software, from installation to integration with other systems, and prepare technical support for troubleshooting after go-live

Users can learn wherever, whenever, through our flexible training options.



Instructor-led Classes

Face-to-face training in your office or at one of our education sites



Instructor-led Virtual Classes

Take classes from your own desk with the support of an instructor



Self-paced eLearning

Learn at your own pace, on your own schedule









In the catalog the courses are structured into different sections for instructor-led versus self-paced eLearning. All instructor-led courses can be held face-to-face and most of them can also be run as a virtual class. We know that budgets and timelines can present obstacles to taking traditional classroom training. That is why we offer high quality virtual classes, eliminating the need for you to spend part of your training budget on airfare or hotel. Infor's self-paced eLearning courses also supplement the classroom experience. We provide online courses you can access from your desktop anytime, anywhere, reducing your cost of travel.

All courses can be run as a private class to your employees, but many are also included in our public training schedule. The public classes are scheduled to be delivered either face-to-face or virtually. Each class has a limited number of seats and the price is set per person per day. The courses are led by certified instructors, featuring instructionally sound course material and training environment suited to hands-on exercises. For more details please look at the latest schedule on www.infor.com/education.

You can retrieve additional information about each course and register for training by using the hyperlink on each course name. Please note, you must be a Campus customer to use this service.

For more information, contact your local Infor Consulting Services contact or Infor Education directly at PurchaseEducation@infor.com.

Infor SunSystems

Course Name	Description	Hours
Instructor-led		
 SunSystems: Managing Users and System Administration	This course provides a detailed introduction to the administration functions within SunSystems and examines how the user interface and security are configured. This training is for version 6.1.5 and all previous versions.	16
 SunSystems: Managing Corporate Allocations	This course introduces the concept of corporate allocations and provides an introduction to the processes required to set up and maintain corporate allocations in Infor SunSystems Financials. This training is for version 6.1.5 and all previous versions.	8
 SunSystems: Managing Data Using Business Rules	This course introduces the Business Rules module and provides ways to manage data efficiently within SunSystems. This training is for version 6.1.5 and all previous versions.	8
 SunSystems: Managing Fixed Assets	This course introduces the processes required to set up and maintain a Fixed Asset Register with SunSystems. This training is for version 6.1.5 and all previous versions.	8
 SunSystems: Managing the General Ledger	This course provides a detailed introduction to the Ledger Accounting module within SunSystems Financials, including how to set up and maintain all 10 parts of Ledger Accounting. This training is applicable for version 6.1.5 and all previous versions.	24
 SunSystems: Using Forms and Filter Designer	This course introduces users to Forms and Filter Designer functionality in SunSystems. This training is applicable for the following Infor SunSystems version(s): 6.1.5 and all previous versions through 5.2.	8
 SunSystems: Using Query and Analysis (Q & A) Executive	This course provides the information and practice you need to successfully navigate and use Query & Analysis (Q & A) Executive, including how to use Summary Link and Summary Report query definitions to extract data from a financial database into a Q & A Executive worksheet. This training is for version 6.1.5, Infor Query & Analysis version 10.1.3, and all previous versions.	8
 SunSystems: Using Reporting Services and Report Designer	This course provides participants with the foundational knowledge needed to use Reporting Services and Report Designer, including how to use formatting, report layout options, and report parameters to filter data. This training is for version 6.1.5 and all previous versions.	16



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© 2014 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.
INFOTP1401860-en-US-1114-2