

Lawson Learning S3 Extend Track

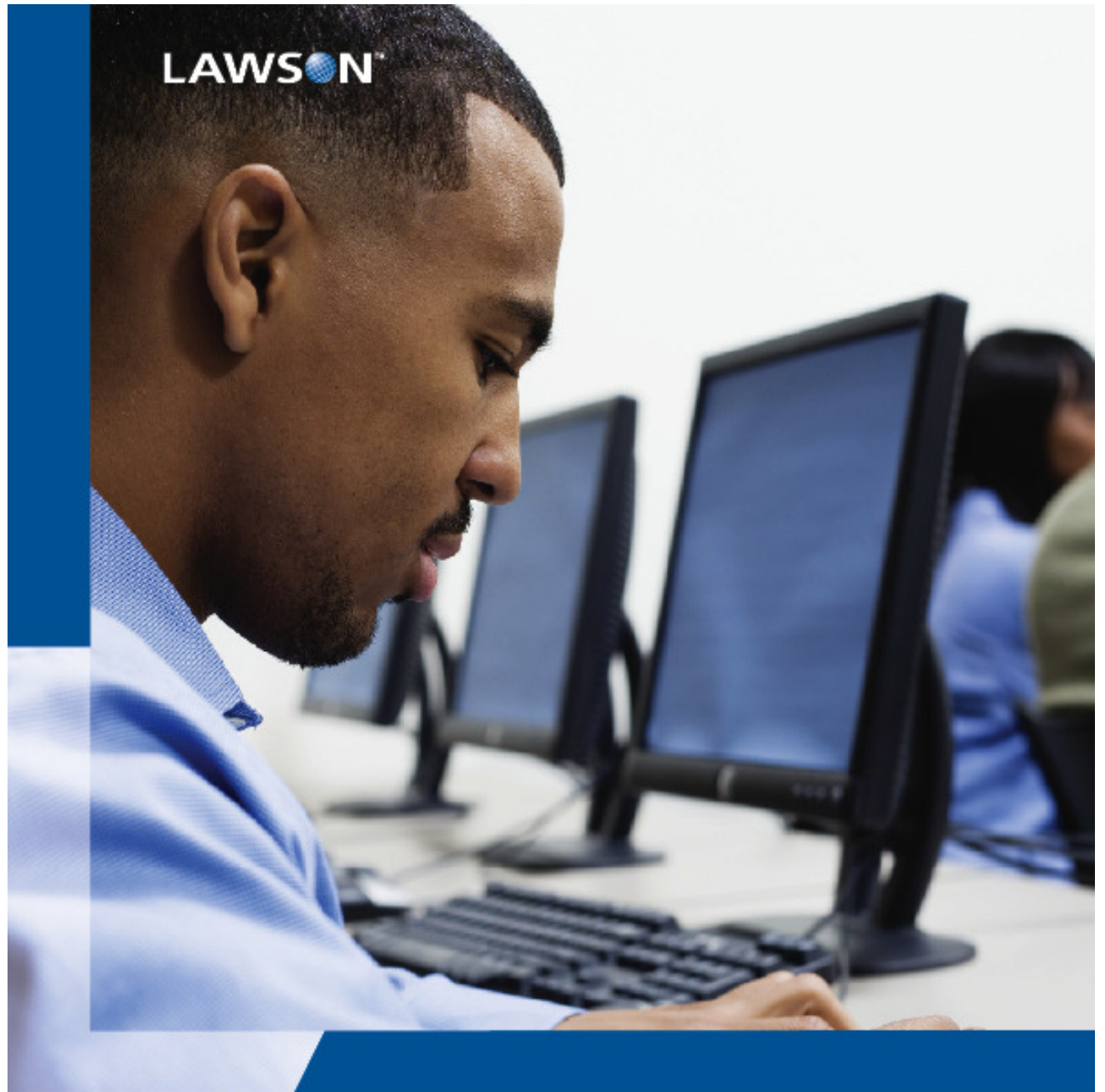


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To gain the benefits of Lawson advances in technology and feature enhancements, Lawson customers extend their current system with application upgrades and technology migrations. A Lawson extension might include a straightforward upgrade, or it might include the addition of applications, modules, and features sets now available for our customers. For example, if you are running the Lawson Human Capital Management Suite in version 8.0.3, your extension project could include an application data upgrade, a technology migration, and the addition of the Lawson Absence Management application.

As in your initial Lawson implementation, your team needs a specific set of knowledge and skills to effectively participate in the project. In contrast to your initial implementation, your team might have a significant amount of Lawson knowledge and experience to contribute to your project. Based on this premise, Lawson Learning creates Learning Tracks for the extension phase of your Lawson implementation. These tracks contain courses that leverage existing Lawson knowledge and skills. The tracks also contain courses that ensure your team has the knowledge required to effectively participate in the design and configuration of the new products and tools from Lawson. Whenever possible, the courses are based on distance learning and self-study learning modes.

If your extension project involves primarily project members that were not part of your initial Lawson implementation, it might be best to use the learning tracks for Lawson implementation instead of extension. Even if a few original team members are involved, the training can refresh skills and knowledge gained during implementation project training. Many customers also see the value of repeating courses taken during initial implementation training – we see evidence of this in our public classes where we have participants coming from organizations that are already live on a Lawson system. These team members often find ways to tune their current configuration, and often reward our Learning Consultants (instructors) with 'light-bulb' moments because they are thrilled to learn new skills, options, or techniques that they missed during the stress of initial implementation configuration and design decision making.

The learning tracks for extending your Lawson system are divided into tracks for the Lawson Application Suites and tracks for the Lawson Technology Suites. When relevant, the tracks in these sections are grouped by Lawson products that tend to be associated with typical business functional areas or technology disciplines.

Learning tracks are tables with the following columns:

- Level – Lawson Learning groups courses into three levels: prerequisite, core, and advanced. Explanations of these levels are in the next section
- Title – The course title as found in our Learning Management System
- Description – Brief explanation of the purpose and scope of the course
- Sequence – Prescribed order for the courses

- Mode – Lawson Learning offers courses in four learning modes: traditional classroom, online classroom, online presentations, and online self-study; explanations of these modes in a subsequent section of this introduction
- Length – In hours or days
- Code – The course code as found in our Learning Management System
- Enroll – A blank column provided to assist you in your planning

Course Levels

Each Lawson course falls into one of three levels:

- **Prerequisite** courses provide a basic understanding of the Lawson solution including its terminology and navigation.
 - **Essential** – Essential prerequisites include information, concepts, and terms that prepare you for core courses.
 - **Recommended** – Recommended prerequisites contain overview and summaries useful to you prior to taking core courses.
- **Core** courses provide detailed instruction about the features and functions of the Lawson solution with an emphasis on setup and configuration, basic processing features, and related reporting functions. When appropriate, these courses are presented in context of differences of the new version as compared to the previous version.
 - **Essential** – Essential courses prepare your team to participate in the application data upgrade process and to use the new features of the upgraded version of your products.
 - **Ancillary** – Some Lawson modules and feature sets are not implemented by all organizations, in these cases we identify Ancillary courses that provide an understanding of application setup needed to effectively use and/or revise the configuration of the associated modules and feature sets. This helps customers refine a track to match their system configuration.
- **Advanced** courses provide concepts and skills essential to your extension that require previous knowledge and experience.
 - **Essential** – Essential courses give your key users the knowledge and skill attainment critical to complete preparations and configurations for the upgrade and/or migration.
 - **Ancillary** – Some Lawson modules and feature sets are not implemented by all organizations; in these cases we identify Ancillary courses that give your key users the knowledge and skill attainment critical to complete preparations and configurations for the associated and feature sets. This helps customers refine a track to match their project scope.

Course Modes

Lawson Learning Tracks include courses from multiple learning modes. A blended learning solution helps to ensure that time spent in live, traditional courses are limited to topics that require hands-on interaction and learner/instructor interaction. We use the following designations:

- Learning Lab – Application or technology focused instructor-led course
- Virtual Learning Lab (vLab) – Remote, instructor-led course
- Interactive Webcast – Remote, instructor-led presentation
- OnDemand – Self-study course delivered online

Learning Lab

Learning Labs are available as public sessions at the Lawson Learning Centers and/or can be delivered onsite at your location. Learning Labs are application-specific, hands-on courses that introduce functional team members to specific Lawson applications, technologies, terminology, workflows, and interfaces. Labs foster healthy dialogue among participants as they explore the consequences of key design decisions. These courses focus on critical applications and business processes and leaves optional processes and application features for remote, self-study, and custom options.

Virtual Learning Lab (vLab)

Lawson Virtual Learning Labs (vLabs) provide the same quality instructor-led experience as Learning Labs, but through distance learning. vLabs are packaged into 2- to 4-hour segments and allow our best instructors to support many audiences. Other than access to the internet, no additional PC setup is required for these classes. When it is time for hands-on exercises, each learner will access a desktop in the Lawson Learning Center and use the Lawson Training Server and Data. Because vLabs are entirely browser based, you start class by opening your web browser and signing into the class. vLab benefits include: no hardware or software to install, no need to travel, hands-on instruction in real time with instant feedback, shared activities during breakout sessions, online quizzes, and live chat sessions. Lawson leverages this learning mode for topics that tend to have fewer participants per customer, can be taught in 2 to 4 hour segments, and/or requires scarce training or product expertise.

Interactive Webcast

Interactive Webcasts are training sessions led by Lawson Learning instructors and are specifically designed to provide your team with timely topical information. These online sessions are especially valuable when you need to lead your staff through a specific procedure, function, or feature, and for topics about which you need Q&A time with an expert. These sessions are also very useful for new employees learning to use Lawson applications and tools. These sessions are delivered via Webex and include presentations and demonstrations about a focused topic. The Lawson expert shares their knowledge and tips for using Lawson products and provides the class with time for Q&A. These sessions are usually 1 hour in length.

OnDemand Course

OnDemand courses help your Lawson team members enhance their skills conveniently and cost-effectively at their own pace and at any time of day they wish. For example, you can complete a portion of the course and then go back and complete the remainder of the course at a later, more convenient time. An additional benefit of online courses is that all learners experience the same consistent and thorough material without the cost of travel or lost productivity. These courses are interactive, multimedia training that may include audio, animated graphics, demonstrations and practice exercises about a comprehensive or targeted topic.

The Lawson S3 Application Suites include the following:

- Enterprise Financial Management (EFM)
- Human Capital Management (HCM)
- Supply Chain Management (SCM)

This section provides the tracks associated with an extension project involving these Application Suites.

Enterprise Financial Management (EFM)

Lawson Learning provides two learning tracks for the upgrade of your Lawson Enterprise Financial Management solution. The first track is for employees who participate in the Lawson upgrade and the second track is for employees affected by the upgrade.

- **Financials for upgrade team:** If you are a functional lead for one or more of your finance areas and are accountable for a Lawson upgrade, this track will provide you with the information to setup and maintain your Lawson Financials system. For more information on security, see the Lawson Security tracks. If you have implemented Learning Accelerator for your Financials applications, your development team can use this track to identify necessary changes and/or additions.
- **Financials for existing users:** If you are a functional lead or an end user for one or more finance areas, this track will guide you through the major differences from the previous Lawson version and prepare you to use the new version. If you have implemented Learning Accelerator for your Financials applications, your end users are better served by the updates you make to your end-user training.

Financials Learning Track for Upgrade Team

If you are a functional lead for one or more of your finance areas and are accountable for a Lawson upgrade, this track will provide you with the information to setup and maintain your Lawson Financials system. For more information on security, see the Lawson Security tracks. If you have implemented Learning Accelerator for your Financials applications, your development team can use this track to identify necessary changes and/or additions.

Application/Module: Financials

Function(s): Financials

Business Phase: Extend

Objectives:

- Identify key differences between versions
- Recognize database changes
- Plan data needs to run upgrade setup programs
- Setup and implement additional Financials applications

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-------------------------|--|--|----------|----------|---------|----------------|--------|
| Prerequisite: Essential | Getting Started with Lawson Portal, 9.0 | Introduction to Lawson Portal 9.0, including definition of portal components and explanation of how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Prerequisite: Essential | Lawson Security 9.0: An Overview | Outlines the new role-based, rule-based security system in the 9.0 Lawson System Foundation release. Designed to introduce you to this new security system. | 2 | OnDemand | 1 hour | WLAWSEC90OVW | |
| Core: Essential | Applications Data Upgrade Overview | Provides an overview of the entire application data upgrade process. | 3 | OnDemand | .5 hour | WAPPUPGROV | |
| Core: Essential | Financials Suite, 7.2x - 8.1 Differences | Describes the differences between versions for the following Finance applications: General Ledger, Accounts Payable, Accounts Receivable, and Asset Management. Only necessary if you are upgrading from Lawson Application versions 7.2.x or 8.0.3. | 4 | OnDemand | 2 hours | WFIN72x81DIFF | |
| Core: Essential | Enterprise Financial Management, 8.1-9.0 Differences | Describes the differences between versions for the following Finance applications: General Ledger, Accounts Payable, Accounts Receivable, Asset Management, Project & Activity Accounting, and Billing and Revenue Management. | 5 | OnDemand | 1 hour | WEFM8190DIFF | |
| Core: Essential | Application Upgrade Setup Programs, 7.2x-8.1 | Describes the setup programs associated with new and or changing data structures. <i>Prerequisites:</i> Knowledge of current Financials data and differences from previous version of Lawson Financials applications. | 6 | OnDemand | 2 hours | WAPLUPSET72x81 | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-----------------|---|---|----------|--------------|---------|-------------|--------|
| Core: Essential | MS Add-ins for Financials | Discussions of how to upload information into Lawson, create reports and charts, and use mail merge by using MS Add-ins for Financials. Not needed if have previous knowledge and experience. Only necessary if you have not used this product before. <i>Prerequisite:</i> Knowledge of Lawson Financials. | 7 | OnDemand | 1 hour | WPMSADDFIN | |
| Core: Essential | Introduction to Query Wizard | Introductory course for the Query Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before. | 8 | vLab | 3 hours | VLINTROQWIZ | |
| Core: Essential | Introduction to Upload Wizard | Introductory course for the Upload Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before. | 9 | vLab | 2 hours | VLINTROUWIZ | |
| Core: Ancillary | Invoice Matching, 8.1/9.0 | New functionality in version 8.1 makes this course critical for upgrading from 7.2.x or 8.0.3. The course focuses on Invoice Matching setup and processing, including invoice entry procedures, online and auto-match processes, and reconciliation and invoice messaging. <i>Prerequisite:</i> Accounts Payable knowledge. | 10 | Learning Lab | 2 days | MA90 | |
| Core: Ancillary | Project Accounting, 8.1/9.0 | New functionality in version 8.1 makes this course critical for upgrading from 7.2.x or 8.0.3. Presents all aspects necessary to successfully understand, implement, and use Lawson Project Accounting, including Project and Activity Accounting structure, the budgeting process, processing allocations, interface with other Lawson applications, and project reporting/analytics. Includes hands-on opportunities to use this application. <i>Prerequisite:</i> Your organization's General Ledger structure and Project Accounting requirements. | 11 | Learning Lab | 5 days | AC90 | |
| Core: Ancillary | Billing and Revenue Management, 8.1/9.0 | Teaches how to bill customers and recognize revenue directly from your Lawson Project and Activity Accounting application. <i>Prerequisite:</i> Accounts Receivable knowledge and an understanding of your organization's billing and revenue recognition methods are suggested. | 12 | Learning Lab | 5 days | BR90 | |
| Core: Ancillary | Grant Management Overview, 8.1 | Introduces the grant industry, its data administration requirements, and the Lawson solution for grant administration. | 13 | vLab | 3 hours | GM810VW | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|---------------------|---|--|----------|--|--------|---------------------------|--------|
| Core: Essential | Implement Grant Management, 8.1/9.0 | Presents the complete Lawson solution for Grant Administrators including setup, processing, and reporting. | 14 | Learning Lab | 5 days | IMPLGM90 | |
| Core: Ancillary | Implement Lawson Budgeting and Planning, 9.X | Basic knowledge and practice for implementing Lawson Budgeting and Planning, including implementation planning, setup, configuration, processing, and data import/export considerations. <i>Prerequisite:</i> Three years experience with General Ledger, budgeting, and planning. Recent General Ledger Training may be substituted for General Ledger experience. | 15 | Learning Lab | 4 days | IMPLBP9 | |
| Core: Ancillary | ProcessFlow Basics, 9.0 | Overview of the ProcessFlow basic features including business interactions and ProcessFlow trigger mechanisms. Not needed if have previous knowledge and experience. | 16 | OnDemand | 1 hour | WPRCFLBAS90 | |
| Advanced: Ancillary | Accounts Payable Year End Considerations 200x | Review of 1099 setup and processing considerations in Accounts Payable. <i>Prerequisite:</i> Knowledge of Accounts Payable. | 17 | OnDemand Interactive Webcast (Nov-Jan only) | | WAPYE200x APYE200x | |

Financials Learning Track for Existing Users

If you are a functional lead or an end user for one or more finance areas, this track will guide you through the major differences from the previous Lawson version and prepare you to use the new version. If you have implemented Learning Accelerator for your Financials applications, your end users are better served by the updates you make to your end-user training.

Application/Module: Financials
Function(s): Financials
Business Phase: Extend

- Objectives:**
- Identify key differences between versions
 - Use upgraded applications

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|---------------------------|--|--|----------|----------|---------|---------------|--------|
| Prerequisite: Essential | Getting Started with Lawson Portal, 9.0 | Introduction to Lawson Portal 9.0, including definition of portal components and explanation of how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Prerequisite: Recommended | Lawson Security 9.0: An Overview | Outlines the new role-based, rule-based security system in the 9.0 Lawson System Foundation release. Designed to introduce you to this new security system. | 2 | OnDemand | 1 hour | WLAWSEC90OVW | |
| Core: Essential | Financials Suite, 7.2x - 8.1 Differences | Describes the differences between versions for the following Finance applications: General Ledger, Accounts Payable, Accounts Receivable, and Asset Management. Only necessary if you are upgrading from Lawson Application versions 7.2.x or 8.0.3. | 3 | OnDemand | 2 hours | WFIN72x81DIFF | |
| Core: Essential | Enterprise Financial Management, 8.1-9.0 Differences | Describes the differences between versions for the following Finance applications: General Ledger, Accounts Payable, Accounts Receivable, Asset Management, Project & Activity Accounting, and Billing and Revenue Management. | 4 | OnDemand | 1 hour | WEFM8190DIFF | |
| Core: Essential | MS Add-ins for Financials | Discussions of how to upload information into Lawson, create reports and charts, and use mail merge by using MS Add-ins for Financials. Not needed if have previous knowledge and experience. Only necessary if you have not used this product before. <i>Prerequisite:</i> Knowledge of Lawson Financials. | 6 | OnDemand | 1 hour | WPMSADDFIN | |
| Core: Ancillary | Introduction to Query Wizard | Introductory course for the Query Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before and it is used in your job function. | 7 | vLab | 3 hours | VLINTROQWIZ | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-----------------|--|---|----------|--------------|---------|-------------|--------|
| Core: Ancillary | Introduction to Upload Wizard | Introductory course for the Upload Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before and it is used in your job function. | 8 | vLab | 2 hours | VLINTROUWIZ | |
| Core: Ancillary | Invoice Matching, 8.1/9.0 | New functionality in version 8.1 makes this course critical for upgrading from 7.2.x or 8.0.3. The course focuses on Invoice Matching setup and processing, including invoice entry procedures, online and auto-match processes, and reconciliation and invoice messaging. <i>Prerequisite:</i> Accounts Payable knowledge. | 9 | Learning Lab | 2 days | MA90 | |
| Core: Ancillary | Project Accounting, 8.1/9.0 | New functionality in version 8.1 makes this course critical for upgrading from 7.2.x or 8.0.3. Presents all aspects necessary to successfully understand, implement, and use Lawson Project Accounting, including Project and Activity Accounting structure, the budgeting process, processing allocations, interface with other Lawson applications, and project reporting/analytics. Includes hands-on opportunities to use this application. <i>Prerequisite:</i> Your organization's General Ledger structure and Project Accounting requirements. | 10 | Learning Lab | 5 days | AC90 | |
| Core: Ancillary | Billing and Revenue Management, 8.1/9.0 | Teaches how to bill customers and recognize revenue directly from your Lawson Project and Activity Accounting application. <i>Prerequisite:</i> Accounts Receivable knowledge and an understanding of your organization's billing and revenue recognition methods are suggested. | 11 | Learning Lab | 5 days | BR90 | |
| Core: Ancillary | Grant Management Overview, 8.1 | Introduces the grant industry, its data administration requirements, and the Lawson solution for grant administration. | 12 | vLab | 3 hours | GM810VW | |
| Core: Essential | Implement Grant Management, 8.1/9.0 | Presents the complete Lawson solution for Grant Administrators including setup, processing, and reporting. | 13 | Learning Lab | 5 days | IMPLGM90 | |
| Core: Ancillary | Implement Lawson Budgeting and Planning, 9.X | Basic knowledge and practice for implementing Lawson Budgeting and Planning, including implementation planning, setup, configuration, processing, and data import/export considerations. <i>Prerequisite:</i> Three years experience with General Ledger, budgeting, and planning. Recent training may be substituted for General Ledger experience. | 14 | Learning Lab | 4 days | IMPLBP9 | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|---------------------|---|--|----------|--|--------|-----------------------|--------|
| Core: Ancillary | ProcessFlow Basics, 9.0 | Overview of the ProcessFlow basic features including business interactions and ProcessFlow trigger mechanisms. Not needed if have previous knowledge and experience. | 15 | OnDemand | 1 hour | WPRCFLBAS90 | |
| Advanced: Ancillary | Accounts Payable Year End Considerations 200x | Review of 1099 setup and processing considerations in Accounts Payable. <i>Prerequisite:</i> Knowledge of Accounts Payable. | 16 | OnDemand Interactive Webcast (Nov-Jan only) | | WAPYE200x APYE200x | |

Human Capital Management (HCM)

Lawson Learning creates two learning tracks for the upgrade of your Lawson Human Capital Management solution. The first track is for employees who participate in the Lawson upgrade and the second track is for employees affected by the upgrade.

- **Human Resources for upgrade team:** If you are a functional lead for one or more of your human resources/personnel areas and are accountable for a Lawson upgrade, this track will provide you with the information to setup and maintain your upgraded Lawson Human Resource/Personnel system. For more information on security, see the Lawson Security tracks. If you have implemented Learning Accelerator for these applications, your development team can use this track to identify necessary changes and/or additions.
- **Human Resources for existing users:** If you are a functional lead or an end user for one or more human resources/personnel areas, this track will guide you through the major differences from the previous Lawson version and prepare you to use the new version. If you have implemented Learning Accelerator for these applications, your end users are better served by the updates you make to your end-user training.

Human Resources Learning Track for Upgrade Team

If you are a functional lead for one or more of your human resources/personnel areas and are accountable for a Lawson upgrade, this track will provide you with the information to setup and maintain your upgraded Lawson Human Resource/Personnel system. For more information on security, see the Lawson Security tracks. If you have implemented Learning Accelerator for these applications, your development team can use this track to identify necessary changes and/or additions.

Application/Module: Human Resources/Payroll/Personnel/Benefits

Function(s): Human Resources/Payroll/Personnel/Benefits

Business Phase: Extend

Objectives:

- Identify key differences between versions
- Recognize database changes
- Plan data needs to run upgrade setup programs
- Setup and implement additional applications

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-------------------------|---|--|----------|----------|---------|----------------|--------|
| Prerequisite: Essential | Getting Started with Lawson Portal, 9.0 | Introduction to Lawson Portal 9.0, including definition of portal components and explanation of how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Prerequisite: Essential | Lawson Security 9.0: An Overview | Outlines the new role-based, rule-based security system in the 9.0 Lawson System Foundation release. Designed to introduce you to this new security system. | 2 | OnDemand | 1 hour | WLAWSEC90OVW | |
| Core: Essential | Applications Data Upgrade Overview | Provides an overview of the entire application data upgrade process. | 2 | OnDemand | .5 hour | WAPPUPGROV | |
| Core: Essential | Human Resources Suite, 7.2x-8.1 Differences | Describes the differences between versions for the following Human Resources applications: Human Resources, Payroll, Personnel Administration, and Benefits Administration. Only necessary if you are upgrading from Lawson Application versions 7.2.x or 8.0.3. | 3 | OnDemand | 2 hours | WHR72x81DIFF | |
| Core: Essential | Human Capital Management, 8.1-9.0 Differences | Describes the differences between versions for the following Human Resources applications: Human Resources, Payroll, Personnel Administration, Benefits Administration, and Absence Management. | 4 | OnDemand | 2 hours | WHCM8190DIFF | |
| Core: Essential | Application Upgrade Setup Programs, 7.2x-8.1 | Describes the setup programs associated with new and or changing data structures. <i>Perquisites:</i> Knowledge of current Human Resources/Personnel data and differences from previous version of Lawson applications. | 5 | OnDemand | 2 hours | WAPLUPSET72x81 | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-----------------|---|--|----------|--------------|---------|-------------|--------|
| Core: Essential | Excel Upload Wizard: Overview and HR Uses | Introduction to the Excel™ Query Wizard – an overview of the product, data extraction, and reporting capabilities as they relate to the Human Resources Suite. Only necessary if you have not used this product before. <i>Prerequisites:</i> Microsoft® Excel knowledge. | 6 | OnDemand | .5 hour | WPEXWZRD | |
| Core: Essential | Introduction to Query Wizard | Introductory course for the Query Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before. | 7 | vLab | 3 hours | VLINTROQWIZ | |
| Core: Ancillary | Introduction to Upload Wizard | Introductory course for the Upload Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before. | 8 | vLab | 2 hours | VLINTROUWIZ | |
| Core: Ancillary | Absence Management, 8.1/9.0 | Provides instruction on the key set-up components and processing steps necessary to successfully implement Lawson Benefits Administration. <i>Prerequisites:</i> Knowledge of your organization's processes. | 9 | Learning Lab | 4 days | ABMGMT90 | |

Human Resources Learning Track for Existing Users

If you are a functional lead or an end user for one or more human resources/personnel areas, this track will guide you through the major differences from the previous Lawson version and prepare you to use the new version. If you have implemented Learning Accelerator for these applications, your end users are better served by the updates you make to your end-user training.

Application/Module: Human Resources/Payroll/Personnel/Benefits

Function(s): Human Resources/Payroll/Personnel/Benefits

Business Phase: Extend

Objectives:

- Identify key differences between versions
- Use upgraded applications

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-------------------------|---|---|----------|----------|---------|--------------|--------|
| Prerequisite: Essential | Getting Started with Lawson Portal, 9.0 | Introduction to Lawson Portal 9.0, including definition of portal components and explanation of how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Prerequisite: Essential | Lawson Security, 9.0: An Overview | Outlines the new role-based, rule-based security system in the 9.0 Lawson System Foundation release. Designed to introduce you to this new security system. | 2 | OnDemand | 1 hour | WLAWSEC90OVW | |
| Core: Essential | Human Resources Suite, 7.2x-8.1 Differences | Describes the differences between versions for the following Human Resources applications: Human Resources, Payroll, Personnel Administration, and Benefits Administration. Only necessary if you are upgrading from Lawson Application versions 7.2.x or 8.0.3. | 3 | OnDemand | 2 hours | WHR72x81DIFF | |
| Core: Essential | Human Capital Management, 8.1-9.0 Differences | Describes the differences between versions for the following Human Resources applications: Human Resources, Payroll, Personnel Administration, Benefits Administration, and Absence Management. | 4 | OnDemand | 2 hours | WHCM8190DIFF | |
| Core: Essential | Excel Upload Wizard: Overview and HR Uses | Introduction to the Excel™ Query Wizard – an overview of the product, data extraction and reporting capabilities as they relate to the Human Resources Suite. Only necessary if you have not used this product before. <i>Prerequisites:</i> Microsoft® Excel knowledge. | 5 | OnDemand | .5 hour | WPEXWZRD | |
| Core: Essential | Introduction to Query Wizard | Introductory course for the Query Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before. | 6 | vLab | 3 hours | VLINTROQWIZ | |
| Core: Ancillary | Introduction to Upload Wizard | Introductory course for the Upload Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before. | 7 | vLab | 2 hours | VLINTROUWIZ | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-----------------|-------------------------------|---|----------|--------------|--------|----------|--------|
| Core: Ancillary | Absence Management 8.1/9.0 | Provides instruction on the key set-up components and processing steps necessary to successfully implement Lawson Benefits Administration. <i>Prerequisites:</i> Knowledge of your organization's processes. | 8 | Learning Lab | 4 days | ABMGMT90 | |

Supply Chain Management (SCM)

Lawson Learning provides two learning tracks for the upgrade of your Lawson Supply Chain Management solution. The first track is for employees who participate in the Lawson upgrade and the second track is for employees affected by the upgrade.

- **Procurement for upgrade team:** If you a functional lead for one or more of your procurement areas and are accountable for a Lawson upgrade, this track will provide you with the information to setup and maintain your Lawson Procurement system. For more information on security, see the Lawson Security tracks. If you have implemented Learning Accelerator for your Procurement applications, your development team can use this track to identify necessary changes and/or additions.
- **Procurement for existing users:** If you are a functional lead or an end user for one or more procurement areas, this track will guide you through the major differences from the previous Lawson version and prepare you to use the new version. If you have implemented Learning Accelerator for your Procurement applications, your end users are better served by the updates you make to your end-user training.

Procurement Learning Track for Upgrade Team

If you a functional lead for one or more of your procurement areas and are accountable for a Lawson upgrade, this track will provide you with the information to setup and maintain your Lawson Procurement system. For more information on security, see the Lawson Security tracks. If you have implemented Learning Accelerator for your Procurement applications, your development team can use this track to identify necessary changes and/or additions.

Application/Module: Procurement
Function(s): Procurement
Business Phase: Extend

Objectives:

- Identify key differences between versions
- Recognize database changes
- Plan data needs to run upgrade setup programs
- Setup and implement additional Procurement applications

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-------------------------|--|--|----------|----------|---------|----------------|--------|
| Prerequisite: Essential | Getting Started with Lawson Portal, 9.0 | Introduction to Lawson Portal 9.0, including definition of portal components and explanation of how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Prerequisite: Essential | Lawson Security 9.0: An Overview | Outlines the new role-based, rule-based security system in the 9.0 Lawson System Foundation release. Designed to introduce you to this new security system. | 2 | OnDemand | 1 hour | WLAWSEC90OVW | |
| Core: Essential | Applications Data Upgrade Overview | Provides an overview of the entire application data upgrade process. | 3 | OnDemand | .5 hour | WAPPUPGROV | |
| Core: Essential | Procurement Suite, 7.2x-8.1 Differences | Describes the differences between versions for the following Procurement applications: Inventory Control, Purchase Order, and Requisitions. Only necessary if you are upgrading from Lawson Application versions 7.2.x or 8.0.3. | 4 | OnDemand | 2 hours | WPROC72x81DIFF | |
| Core: Essential | Lawson Procurement, 8.1-9.0 Differences | Describes the differences between versions for all Procurement applications. | 5 | OnDemand | 2 hours | WPROC8190DIFF | |
| Core: Essential | Distribution Suite, 7.2x-8.1 Differences | Describes the differences between versions for all Distribution applications. Only necessary if you are upgrading from Lawson Application versions 7.2.x or 8.0.3. | 6 | OnDemand | 1 hour | WDIST72x81DIFF | |
| Core: Essential | Application Upgrade Setup Programs, 7.2x-8.1 | Describes the setup programs associated with new and/ or changing data structures. <i>Prerequisites:</i> Knowledge of current Procurement data and differences from previous version of Lawson Procurement applications. | 7 | OnDemand | 2 hours | WAPLUPSET72x81 | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-----------------|---|--|----------|--------------|---------|-------------|--------|
| Core: Ancillary | Introduction to Query Wizard | Introductory course for the Query Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before. | 8 | vLab | 3 hours | VLINTROQWIZ | |
| Core: Ancillary | Introduction to Upload Wizard | Introductory course for the Upload Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before. | 9 | vLab | 2 hours | VLINTROUWIZ | |
| Core: Ancillary | Invoice Matching, 8.1/9.0 | New functionality in version 8.1 makes this course critical for upgrading from 7.2.x or 8.0.3. The course focuses on Invoice Matching setup and processing, including invoice entry procedures, online and auto-match processes, and reconciliation and invoice messaging. <i>Prerequisite:</i> Accounts Payable knowledge. | 10 | Learning Lab | 2 days | MA90 | |
| Core: Ancillary | Grant Management Basics for Procurement | Presents the aspects of grant administration that are specific to requisition and purchase order setup and processing. <i>Prerequisite:</i> Lawson Procurement Suite knowledge. | 11 | OnDemand | .5 hour | WGMBASPRO | |

Procurement Learning Track for Existing Users

If you are a functional lead or an end user for one or more procurement areas, this track will guide you through the major differences from the previous Lawson version and prepare you to use the new version. If you have implemented Learning Accelerator for your Procurement applications, your end users are better served by the updates you make to your end-user training,

Application/Module: Procurement
Function(s): Procurement
Business Phase: Extend

Objectives:

- Identify key differences between versions
- Use upgraded applications

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-------------------------|--|--|----------|----------|---------|----------------|--------|
| Prerequisite: Essential | Getting Started with Lawson Portal, 9.0 | Introduction to Lawson Portal 9.0, including definition of portal components and explanation of how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Prerequisite: Essential | Lawson Security 9.0: An Overview | Outlines the new role-based, rule-based security system in the 9.0 Lawson System Foundation release. Designed to introduce you to this new security system. | 2 | OnDemand | 1 hour | WLAWSEC90OVW | |
| Core: Essential | Procurement Suite, 7.2x-8.1 Differences | Describes the differences between versions for the following Procurement applications: Inventory Control, Purchase Order, and Requisitions. Only necessary if you are upgrading from Lawson Application versions 7.2.x or 8.0.3. | 3 | OnDemand | 2 hours | WPROC72x81DIFF | |
| Core: Essential | Lawson Procurement, 8.1-9.0 Differences | Describes the differences between versions for all Procurement applications. | 4 | OnDemand | 2 hours | WPROC8190DIFF | |
| Core: Essential | Distribution Suite, 7.2x-8.1 Differences | Describes the differences between versions for all Distribution applications. Only necessary if you are upgrading from Lawson Application versions 7.2.x or 8.0.3. | 5 | OnDemand | 1 hour | WDIST72x81DIFF | |
| Core: Ancillary | Introduction to Query Wizard | Introductory course for the Query Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before. | 6 | vLab | 3 hours | VLINTROQWIZ | |
| Core: Ancillary | Introduction to Upload Wizard | Introductory course for the Upload Wizard section of Lawson Add-ins for Microsoft® Office. Only necessary if you have not used this product before. | 7 | vLab | 2 hours | VLINTROUWIZ | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-----------------|---|--|----------|--------------|---------|-----------|--------|
| Core: Ancillary | Invoice Matching, 8.1/9.0 | New functionality in version 8.1 makes this course critical for upgrading from 7.2.x or 8.0.3. The course focuses on Invoice Matching setup and processing, including invoice entry procedures, online and auto-match processes, and reconciliation and invoice messaging. <i>Prerequisite:</i> Accounts Payable knowledge. | 8 | Learning Lab | 2 days | MA90 | |
| Core: Ancillary | Grant Management Basics for Procurement | Presents the aspects of grant administration that are specific to requisition and purchase order setup and processing. <i>Prerequisite:</i> Lawson Procurement Suite knowledge. | 9 | OnDemand | .5 hour | WGMBASPRO | |

The Lawson S3 Technology Suites include the following:

- System Foundation (SF) includes core technology on which all applications run
- Lawson Security (LS) includes technology and tools for developing the security solution
- Business Process Management (BPM) includes the program development tools, Design Studio and Application Development Workbench
- Enterprise Process Management (EPM) includes Lawson Business Intelligence (LBI) and ProcessFlow Integrator

This section provides the tracks associated with an extension project involving these Suites of technology products.

Lawson System Foundation (LF), 9

Lawson Learning provides one learning track for the migration from Lawson Environment 8.0.3 to Lawson System Foundation 9.0. If your organization is upgrading from an earlier Lawson Environment version, it is considered a new implementation and advise using the Lawson System Foundation 9 track for new customers.

- **System Foundation:** If you are a System Administrator with Lawson environment 8.0.3 experience, this track provides you with the information you need to setup and maintain your Lawson environment after the migration of your environment data, and to upgrade your business application data.

System Foundation Learning Track

If you are a System Administrator with Lawson environment 8.0.3 experience, this track provides you with the information you need to setup and maintain your Lawson environment after the migration of your environment data, and to upgrade your business application data.

Application/Module: System Foundation

Function(s): Information Technology

Business Phase: Extend (Migration 8.0.3 to 9.0)

Objectives:

- Identify differences between administration of Lawson Environment 8.0.3 and Lawson System Foundation 9.0
- Configure Lawson environment and applications
- Install and run Application Data Upgrade programs

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|------------------------------|--|--|----------|---|--------|---|--------|
| Prerequisite: Recommended | Getting Started with Lawson Portal, 9.0 | Introduction to the Lawson Portal 9.0, including defining portal components, and explaining how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Prerequisite: Recommended | Technology Differences. 8.0.3 to 9.0 | An overview of technology differences between Lawson 8.0.3 and 9.0. <i>Prerequisite:</i> Lawson 8.0.3 Technology experience. | 2 | OnDemand | 1 hour | W80390TECHDIFF | |
| Core: Essential | Lawson System Foundation 9.0 Administration Differences, 8.0.3 to 9.0 (platform neutral) | Provides <i>experienced</i> Lawson System Administrators with hands-on practice and knowledge of LSF 9.0 Administration for Lawson S3 Applications. <i>Prerequisites:</i> <ul style="list-style-type: none"> • At least 3 months Lawson System Administrator experience • Technical platform certification or equivalent experience | 3 | Learning Lab -or- vLab | 3 days | LSF9ADM803MIGR -or- VLSFADMDIFF | |
| Core: Essential | System Foundation 9.0 Administration: Productline Copy Procedure | Teaches how to copy a productline on 9.0 Technology. | 4 | Interactive Webcast -or- OnDemand | 1 hour | SYSADM9PROD -or- PLCPYPROD | |
| Core: Essential | System Foundation 9.0 Administration: LAUA User and Group Security | Describes how to set up users and user groups using the Lawson legacy Security System, LAUA. | 5 | Interactive Webcast -or- OnDemand | 1 hour | SYSADM9LAUASEC -or- LAUASET | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-----------------|---|--|----------|---|---------|--|--------|
| Core: Essential | Introduction to LDAP Administration for Lawson -- Microsoft ADAM -or- Introduction to LDAP Administration for Lawson -- IBM Tivoli Directory Server | Introduces the LDAP architecture and directory structure as it relates to Lawson Software. Provides hands-on exercises in using browser and client tools to administer and configure your LDAP server. | 6 | vLab | 1 day | INTROLADAPMS -or- INTROLAPTDS | |
| Core: Ancillary | UNIX/ Windows Application Data Upgrade 8.0.3 to 8.1.0 or 9.0 -or- System i Application Data upgrade 7.2 to 8.0.3, 8.1.0, or 9.0 | Both of these courses are technical and focus on planning and executing the application data upgrade process. NOTE: These courses do not cover Environment or IOS upgrade. <i>Prerequisite:</i> Lawson System Administration experience. For UNIX and Windows it covers upgrade from version 8.0.3 to 8.1.0 or 9.0. -or- For System i it covers upgrade from version 7.2 to 8.0.3, 8.1.0 or 9.0. | 7 | Learning Lab | 2 days | UWINAPUP8038109 -or- SYSIAPPUPG72-90 | |
| Optional | LSF 9 User Administration | Provides an overview of user administration functions available in LSF 9. Useful as a refresher for administrators and/or as an overview for management. | -- | Interactive Webcast -or- OnDemand | 1 hour | UADMINLSF9 -or- WUADMINLSF9 | |
| Optional | Portal Administration 9.0 | Directed to technical staff whose primary function is the administration of the Lawson Portal user interface. Provides concepts and hands-on practice. | -- | vLab | 1 day | VPADM90 | |
| Optional | Introduction to Portal Administration 9.0 | Provides an overview of administration of the Lawson Portal user interface. Useful as a refresher for administrators and/or as an overview for management. | -- | Interactive Webcast -or- OnDemand | 1 hour | INTROPTL90ADM -or- WPTLADM90 | |
| Optional | System Foundation 9.0 WebSphere (WAS) Administration | Directed to technical staff whose primary function is the administration of the WebSphere application server on the Lawson System. Provides concepts and hands-on practice. Also useful as a refresher for administrators. | -- | vLab | 4 hours | VLSF9WAS | |

Lawson Security (LS), 9

Lawson Learning identifies two learning tracks for the implementation of the Lawson Security, one for information technology team members and the other for functional business leads. Lawson recommends that team members for your security project attend courses together. Note that these tracks are the same for all phases of your Lawson Learning lifecycle: implementation, optimize, and extend.

- **Information Technology:** If you are a Lawson Security Administrator, this track will provide you with the information you need to work with your organization's business functional leads to setup, configure, and maintain your Lawson Security solution. If you are the only security provider for your organization, take all courses that apply to your Lawson solution. If you are also your Lawson System Administrator, review the System Foundation tracks.
- **Functional Business Leads:** If you are a functional lead in your business area, this track will provide you with the information you need to work with your Lawson Security Administrator to configure your Lawson Security solution. Consider attending courses with the other security team members from your organization.

Lawson Security Learning Track for Information Technology

If you are a Lawson Security Administrator, this track will provide you with the information you need to work with your organization's functional lead to setup, configure, and maintain your Lawson Security solution. If you are the only security provider for your organization, take all courses that apply to your Lawson solution. If you are also your Lawson System Administrator, review the System Foundation tracks.

Application/Module: Lawson Security
Function(s): Information Technology
Business Phase: Extend

- Objectives:**
- Describe role-based, rule-based security
 - Design and create security role and rules
 - Maintain security system

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-------------------------|--|--|----------|--------------|---------|------------|--------|
| Prerequisite: Essential | Getting Started with the Lawson Portal, 9.0 | Introduction to the Lawson Portal 9.0, including defining portal components, and explaining how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Core: Essential | Lawson Security Administration, 9.0 | Teaches you how to use the Lawson Security 9.0 System, a role-based, rule-based object oriented system that provides significant enhancements. | 2 | Learning Lab | 4 days | SECURADM90 | |
| Advanced: Ancillary | Lawson Security 9.0, Advanced Rule Writing for HCM | Explores how to use the Lawson 9.0 security system with the HCM Suite of Applications. Consider attending this course if your organization does not have a functional lead for security. <i>Prerequisite:</i> Knowledge of HCM and Lawson Security. | 3 | vLab | 3 hours | VLSEC90HCM | |
| Advanced: Ancillary | Lawson Security 9.0, Advanced Rule Writing for EFM | Explores how to use the Lawson 9.0 security system with the EFM Suite of Applications. Consider attending this course if your organization does not have a functional lead for security. <i>Prerequisite:</i> Knowledge of EFM and Lawson Security. | 3 | vLab | 3 hours | VLSEC90EFM | |
| Advanced: Ancillary | Lawson Security 9.0, Advanced Rule Writing for SCM | Explores how to use the Lawson 9.0 security system with the SCM Suite of Applications. Consider attending this course if your organization does not have a functional lead for security. <i>Prerequisite:</i> Knowledge of SCM and Lawson Security. | 3 | vLab | 3 hours | VLSEC90SCM | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|----------|--|---|----------|---|--------|---------------------------------------|--------|
| Optional | Introduction to Lawson Security 9.0 –The Basics | Provides basic concepts and hands-on experience needed to use the desktop tools of the Lawson Security 9.0 system. Useful as a refresher for security administrators and as an overview for management. | -- | vLab | 1 day | VLSEC90BASICS | |
| Optional | Introduction to Lawson Security 9.0 – Beyond the Basics | Provides hands-on experience needed to start working with the roles- and rules-based Lawson Security 9.0 system. Useful as a refresher for security administrators. | -- | vLab | 2 days | VLLAWSEC9BB | |
| Optional | System Foundation 9.0 Administration: LAUA User and Group Security | Describes how to set up users and user groups using the Lawson legacy Security System, LAUA. Useful as a refresher for Lawson environment 8.0.3 administrators, or to help administrators new to Lawson Security, yet need to use the Lawson legacy system, LAUA. | -- | Interactive Webcast -or- OnDemand | 1 hour | SYSADM9LAUASEC -or- LAUASET | |

Lawson Security Learning Track for Functional Business Lead

If you are a functional lead in your business area, this track will provide you with the information you need to work with your Security Administrator to configure your Lawson Security solution. Consider attending courses with the other security team members from your organization.

Application/Module: Lawson Security

Function(s): All business functions that run Lawson applications

Business Phase: Extend

Objectives:

- Describe role-based, rule-based security
- Design and create security role and rules
- Understand system architecture and components
- Document security requirements

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|------------------------|--|---|----------|---|---------|---------------------------------------|--------|
| Core: Essential | Lawson Security Administration, 9.0 | Teaches you how to use the Lawson Security 9.0 System, which is a role-based, rule-based object oriented system that provides significant enhancements. | 1 | Learning Lab | 4 days | SECURADM90 | |
| | -or- Introduction to Lawson Security 9.0 –The Basics | This is the optimal course for functional leads, but the following two vLab options are alternatives. | | vLab | 1 day | VLSEC90BASICS | |
| | -and- Introduction to Lawson Security 9.0 – Beyond the Basics | Provides basic concepts and hands-on experience needed to use the desktop tools of the Lawson Security 9.0 system. Provides hands-on experience needed to start working with the roles- and rules-based Lawson Security 9.0 system. Useful | | vLab | 2 days | VLLAWSEC9BB | |
| Core: Essential | System Foundation 9.0 Administration: LAUA User and Group Security | Describes how to set up users and user groups using the Lawson legacy Security System, LAUA. | 2 | Interactive Webcast -or- OnDemand | 1 hour | SYSADM9LAUASEC -or- LAUASET | |
| Advanced: Ancillary | Lawson Security 9.0, Advanced Rule Writing for HCM | Explore how to use the Lawson 9.0 security system with the HCM Suite of Applications. <i>Prerequisite:</i> Knowledge of HCM and Lawson Security. | 2 | vLab | 3 hours | VLSEC90HCM | |
| Advanced: Ancillary | Lawson Security 9.0, Advanced Rule Writing for EFM | Explore how to use the Lawson 9.0 security system with the EFM Suite of Applications. <i>Prerequisite:</i> Knowledge of EFM and Lawson Security. | 2 | vLab | 3 hours | VLSEC90EFM | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|------------------------|--|---|----------|------|---------|------------|--------|
| Advanced: Ancillary | Lawson Security 9.0, Advanced Rule Writing for SCM | Explore how to use the Lawson 9.0 security system with the SCM Suite of Applications. <i>Prerequisite:</i> Knowledge of SCM and Lawson Security. | 2 | vLab | 3 hours | VLSEC90SCM | |

Business Process Management (BPM)

Lawson Learning created one learning track for the use of Lawson development tools. Note that these tracks are the same for all phases of your Lawson Learning lifecycle: implementation, optimization, and extension.

- **Design Studio and Application Development Workbench:** If you are a developer, this track will provide you with the information you need to use Lawson tools to effectively develop reports and queries. For more information on security, see the Lawson Security tracks.

Design Studio and Application Development Workbench Learning Track

If you are a developer, this track will provide you with the information you need to use Lawson tools to effectively develop reports and queries. For more information on security, see the Lawson Security tracks.

Application/Module: Design Studio and Application Development Workbench

Function(s): Information Technology

Business Phase: Implement, Optimize, and Extend

Objectives:

- Recognize Lawson data structures
- Access Lawson data
- Create and modify Lawson programs

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|----------------------------|--|--|----------|--------------|--------|--------------|--------|
| Prerequisite: Essential | Getting Started with the Lawson Portal, 9.0 | Introduction to the Lawson Portal 9.0, including defining portal components, and explaining how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Prerequisite: Essential | Lawson Security 9.0: An Overview | Outlines the new role-based, rule-based security system in the 9.0 Lawson System Foundation release. Designed to introduce you to this new security system. | 2 | OnDemand | 1 hour | WLAWSEC90OVW | |
| Core: Essential | Data Structure for Programmers & Report/Query Specialist | Introduction to tools available to access Lawson data, including presentation of data structure, data files, data relationships, and connections available to successfully access data. | 3 | OnDemand | 1 hour | WPDATASTR | |
| Core: Ancillary | Using Lawson Design Studio, 9.0 | Learn how to use the components of the Lawson Design Studio, 9.0 Wizard Designer and UI Designer. Complete exercises using the components. | 4 | Learning Lab | 2 days | LDS90 | |
| Core: Ancillary | JavaScript Functions for Design Studio, 9.0 | Explore the use of JavaScript programming to extend the functionality of components build with the Lawson Design Studio 9.0. NOTE: This course does not teach JavaScript. <i>Prerequisite:</i> Using Lawson Design Studio, 9.0 (LDS90), basic programming and JavaScript knowledge and skills. | 5 | Learning Lab | 1 day | LDSSCRIP90 | |
| Core: Ancillary | UNIX and Window Application Development Workbench – CASE | Designed for professional developers who need to build custom tables to update the Lawson database and/or build a custom database with custom programs that read and update the database. | 6 | Learning Lab | 5 days | UXWINCASE | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|------------------------|---|---|----------|--------------|--------|------------|--------|
| Advanced: Ancillary | UNIX and Windows Application Development Workbench Tools, Level 1 | Developed for programmers who need to modify the 4GL source code generated by the Lawson Application Development Workbench – CASE tool. <i>Prerequisites:</i> Platform knowledge (UNIX/Windows) Application Development Workbench – CASE (UXWINCASE) | 7 | Learning Lab | 5 days | UXWINTOOL1 | |
| Core: Ancillary | i-Series Application Development Workbench, Level 1 | This course explains the Lawson 4GL and RPG language constructs used to develop Lawson applications. Focuses on how to make program modifications and create new application programs based on Lawson standards. <i>Prerequisite:</i> Knowledge of i-Series and RPG. | 8 | Learning Lab | 3 days | ISERADWB1 | |
| Advanced: Ancillary | i-Series Application Development Workbench, Level 2 | Provides advanced standards and concepts used in developing Lawson programs. <i>Prerequisite:</i> Application Development Workbench, Level 1. | 9 | Learning Lab | 3 days | ISERADWB2 | |

Enterprise Performance Management (EPM)

Lawson Learning identifies the following learning tracks for the implementation and use of the products in the Enterprise Performance Management Suite. Note that these tracks are the same for all phases of your Lawson Learning lifecycle: implementation, optimization, and extension.

- **Lawson Business Intelligence:** If you are a reports, alerts, and/or analytic data developer, this track will provide you with information to use the tools to effectively develop reports, alerts, queries, and dashboards. For more information on security, see the Lawson Security tracks.
- **ProcessFlow Integrator:** If you are an integrator developer, this track will provide you with the information to effectively use Lawson tools to create triggers and process flows. For more information on security, see the Lawson Security tracks.

Lawson Business Intelligence Learning Track

If you are a reports, alerts, and/or analytic data developer, this track will provide you with information to use the tools to effectively develop reports, alerts, queries, and dashboards. For more information on security, see the Lawson Security tracks.

Application/Module: Lawson Business Intelligence

Function(s): Reporting/Information Technology

Business Phase: Implement, Optimize, and Extend

Objectives:

- Recognize Lawson data structures
- Access Lawson data
- Create and modify Crystal Reports XI
- Develop intelligence solutions using the Lawson Business Intelligence Products: Reporting Services, Smart Notifications, Enterprise Framework
- Apply Scorecard functionality

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|------------------------------|---|--|----------|---------------------|---------|-------------|--------|
| Prerequisite: Recommended | Getting Started with the Lawson Portal, 9.0 | Introduction to Lawson Portal 9.0, including definition of portal components and explanation of how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Prerequisite: Essential | Data Structure for Programmers & Report Query Specialists | Introduction to tools available to access Lawson data, including presentation of data structure, data files, data relationships, and connections available to successfully access data. | 2 | OnDemand | 1 hour | WPDATASTR | |
| Core: Essential | Crystal Reports XI | Basic introduction to the Crystal Reports product for report writers. Learn how to design and build Crystal Reports in a lab environment, gaining hands-on experience. Includes security overview. <i>Prerequisites:</i> Lawson database structure and terminology; knowledge of your organization's data access strategy (OLEDB and ODBC). | 3 | Learning Lab | 5 days | CRYRPTXI | |
| Core: Essential | Lawson Business Intelligence Foundations, 9.0 | A focus on Reporting Services, Smart Notification, and Enterprise Framework Services, giving learner the knowledge to develop solutions to operational business intelligence needs. Includes security overview. | 4 | Learning Lab | 4 days | LBIFOUND90 | |
| Core: Ancillary | Scorecard Basics, 9.0 | Introduction to the purpose and benefits of Lawson Scorecard component of the Lawson LBI Product. | 5 | OnDemand | 2 hours | SCRCRDBAS | |
| Core: Ancillary | Cross Tabs for Crystal Reports XI | Description and demonstration of Cross Tabs for Crystal Reports XI functions. | 6 | Interactive Webcast | 1 hour | CRYXICRSTAB | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-----------------|--------------------|---|----------|------|--------|----------|--------|
| Core: Essential | LBI Administration | Provides the knowledge and hands-on exercises needed to administer the Lawson Business Intelligence solution. | 7 | Lab | 3 days | LBIADMIN | |

ProcessFlow Integrator Learning Track

If you are an integrator developer, this track will provide you with the information to effectively use Lawson tools to create triggers and process flows. For more information on security, see the Lawson Security tracks.

Application/Module: ProcessFlow

Function(s): Information Technology

Business Phase: Implementation, Optimize, and Extend

Objectives:

- Recognize Lawson data structures
- Access Lawson Data
- Understand ProcessFlow – Basics, Architecture, Inbasket, and Activity Nodes
- Hands-on experience building ProcessFlow

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|------------------------------|---|--|----------|--------------|--------|-------------|--------|
| Prerequisite: Recommended | Getting Started with the Lawson Portal, 9.0 | Introduction to Lawson Portal 9.0, including definition of portal components and explanation of how to use the Lawson Portal to run applications. | 1 | OnDemand | 1 hour | WGSLP90 | |
| Prerequisite: Essential | Data Structure for Programmers & Report Query Specialists | Introduction to tools available to access Lawson data, including presentation of data structure, data files, data relationships, and connections available to successfully access data. | 2 | OnDemand | 1 hour | WPDATASTR | |
| Core: Essential | ProcessFlow Basics, 9.0 | Overview of ProcessFlow product features including components, functionality, and benefits. | 3 | OnDemand | 1 hour | WPRCFLBAS90 | |
| Core: Essential | ProcessFlow Standard, 9.0 | ProcessFlow Standard, 9.0 provides insight into where ProcessFlow fits and how it processes in the Lawson System Foundation 9.0 Architecture. Provides hands-on experience in building flows using the ProcessFlow Designer tool. This course will provide instruction on how use Standard Activity Nodes and limited Integrator Nodes to build flows. | 4 | Learning Lab | 3 days | PFLOSTAN | |
| Core: Essential | ProcessFlow Integrator, 9.0 | ProcessFlow Integrator, 9.0 provides hands-on experience in building flows using the ProcessFlow Designer tool. This course will provide instruction on how use Integrator Activity Nodes to build flows. This course is the second of two courses covering ProcessFlow, 9.0. <i>Prerequisites:</i> Attendance in ProcessFlow Standard, 9.0. | 5 | OnDemand | 2 days | PFLOINTG | |

| Level | Course | Description | Sequence | Mode | Length | Code | Enroll |
|-----------------|--|---|----------|--|------------------------------------|--|--------|
| Core: Essential | ProcessFlow Implementation Considerations, 9.0 | Provides implementation team planning information including implementation team roles and how to document business processes and integration. <i>Prerequisites:</i> Knowledge of your business processes and the Lawson Implementation Methodology. | 6 | OnDemand | 1 hour | WPRCFLIMPSONS90 | |
| Core: Essential | ProcessFlow Architecture, 9.0 | Overview of Lawson ProcessFlow Architecture – components, integration points, who uses this information, and how the information and users work together. | 7 | OnDemand | .5 hour | WPRCFLARCH90 | |
| Core: Essential | Take one of the following: ProcessFlow Portal Inbasket, 9.0 -or- ProcessFlow Web Inbasket, 9.0 | An overview of the components, features, and functionality of the ProcessFlow portal Inbasket and explanation of how to access and display work in the Portal Inbasket. An overview of the features and functionality of the ProcessFlow Web Inbasket identifying setup considerations and describing the work routing process chain. | 8 | OnDemand OnDemand | 1 hour 1 hour | WPRCFLPORIN90 WPRCFLWEBIN90 | |
| Core: Essential | Take one of the following: ProcessFlow Activity Nodes: Standard, 9.0 -or- ProcessFlow Activity Nodes: Professional, 9.0 -or- ProcessFlow Activity Nodes: BCI, 9.0 | An overview of the features and functionality of the Standard 9.0 ProcessFlow Activity Nodes including Designer features, variables, and post flow development tasks. An overview of the features and functionality of the Professional 9.0 ProcessFlow Activity Notes including Designer features, variables, and post flow development tasks. An overview of the features and functionality of the Professional 9.0 ProcessFlow Activity Notes including node properties and how to access those properties for each integration node delivered in ProcessFlow. | 9 | OnDemand OnDemand OnDemand | 1 hour 1 hour 1 hour | WPRCFLANSTND90 WPRCFLANPRO90 WPRCFLANBC190 | |