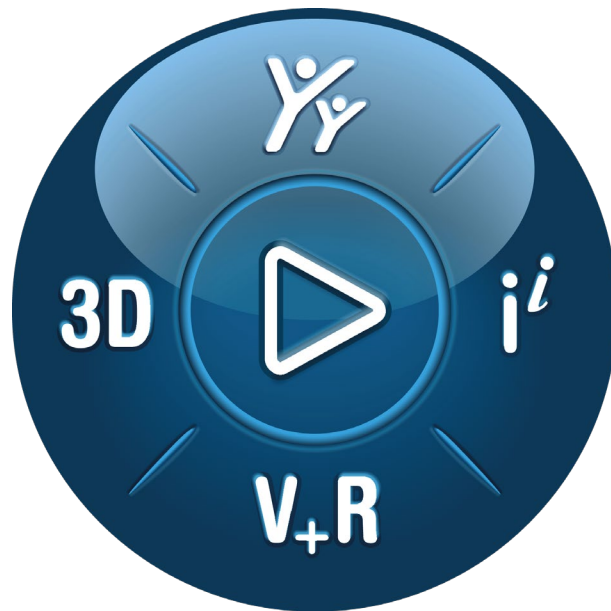


# BIOVIA CISPro

## Training Course Catalog



# 3DEXPERIENCE®

Version 1.0 – Date: 01/04/2021

# BIOVIA CISPro Training Course Catalog

## Table of Contents

- Summary..... 1
- eLearning Videos ..... 2
  - BIOVIA CISPro – Managing Inventory ..... 2
- Instructor-Led Training ..... 3
  - Managing Inventory Using BIOVIA CISPro ..... 3
  - BIOVIA CISPro Configuration..... 3

## SUMMARY

We are pleased to offer a variety of courses to help you reach productivity quickly and increase the value of your investment in BIOVIA software. A range of training options and delivery methods is available so you can choose a format that best meets your needs. We use structured training materials developed by certified instructional designers and include extensive examples to maximize practical skills that you can put to use immediately.

### Delivery Methods:

- **eLearning Videos:** These self-paced, micro-learning videos introduce you to BIOVIA CISPro and are available at any time from a web browser. They are also a useful tool when you want a quick reminder of BIOVIA CISPro functionality.
- **Instructor-Led Training:** Facilitated by a BIOVIA certified instructor, this training takes place onsite at your location or remotely through a virtual classroom. These courses offer hands-on exercises to enhance the learning experience.

## ELEARNING VIDEOS

### BIOVIA CISPRO – MANAGING INVENTORY

In this course, you will learn to search for materials and containers in onsite inventory. You will also learn to create new materials, receive inventory and manage existing materials. Finally, you will learn to display views and generate reports. No prior experience with BIOVIA CISPro is necessary.

Topics	Details
<ul style="list-style-type: none"><li>• CISPro Overview</li><li>• Navigate the Home Page</li><li>• Create Materials</li><li>• Edit Materials</li><li>• Report on Materials</li><li>• Receive Inventory</li><li>• Manage Containers</li><li>• Reconcile Inventory</li><li>• Report on Containers</li></ul>	<p><b>Duration:</b> 1 hour 50 minutes</p> <p><b>Prerequisites:</b> None</p> <p><b>Videos:</b></p> <ul style="list-style-type: none"><li>&gt; What is CISPro?</li><li>&gt; Explore the Home Page</li><li>&gt; Use the Menubar</li><li>&gt; Select Views</li><li>&gt; Search CISPro and DataMart</li><li>&gt; Import Material from DataMart</li><li>&gt; Use Create Material Form</li><li>&gt; Update Material Information and Define Synonyms</li><li>&gt; Add or Remote Materials from Regulatory Lists</li><li>&gt; Assign SDS Documents</li><li>&gt; Add Sizes and Define Inventory Levels</li><li>&gt; Examine Material Information</li><li>&gt; Receive Inventory</li><li>&gt; Update Container Information and Dispense Containers</li><li>&gt; Use Kiosk Mode</li><li>&gt; Multi-Edit Containers</li><li>&gt; Collect Scans</li><li>&gt; Set Parameters and Update Container Records</li><li>&gt; Examine Container Information and Report Containers by Location</li><li>&gt; View Deficient Inventory</li><li>&gt; Report Total Quantities</li></ul>

## INSTRUCTOR-LED TRAINING

### MANAGING INVENTORY USING BIOVIA CISPRO

In this course, you will learn to search for materials and containers in onsite inventory and external databases. You will also learn to create new materials and receive inventory of existing materials. Additionally, you will learn to manage containers of inventory to update locations, amounts, and owners. No prior experience with BIOVIA CISPro is necessary.

Topics	Details
<ul style="list-style-type: none"><li>• Navigate the Home Page</li><li>• Create Materials</li><li>• Edit Materials</li><li>• Report Material Information</li><li>• Receive Inventory</li><li>• Manage Containers</li><li>• Reconcile Inventory</li><li>• Report Container Information</li></ul>	<p><b>Duration:</b> ½-day</p> <p><b>Prerequisites:</b> None</p> <p><b>Location:</b> Onsite or Virtual Classroom</p>

### BIOVIA CISPRO CONFIGURATION

In this course, you will learn to search for specific information in the CISPro database. You will also learn to define user roles and assign required permissions to CISPro user accounts. Additionally, you will learn to configure inventory locations and system settings. Finally, you will learn to manage views, reports, and regulatory lists in BIOVIA CISPro. You should have experience with the topics in the Managing Inventory Using BIOVIA CISPro course.

Topics	Details
<ul style="list-style-type: none"><li>• Navigate the Home Page</li><li>• Manage Roles</li><li>• Manage Work Units</li><li>• Configure Location Settings</li><li>• Manage Inventory Groups</li><li>• Configure System Settings</li><li>• Manage Views and Reports</li><li>• Manage Regulatory Lists</li></ul>	<p><b>Duration:</b> ½-day</p> <p><b>Prerequisites:</b> Managing Inventory Using BIOVIA CISPro</p> <p><b>Location:</b> Onsite or Virtual Classroom</p>