InfoPath 2007 Advanced Workshop

The participants will learn how to use the advanced features of InfoPath 2007. This workshop incorporates a hands-on approach to learning. They will get a chance to practice some of the basic features right on a computer. Taking the time to learn about the advanced features of InfoPath 2007 will increase their knowledge of information management.

This course will take a close look at InfoPath 2007 to give the participants all the tools they will need to create, manage, and fill out forms. They will be amazed at how <u>InfoPath 2007</u> can help an organization streamline its information flow!

Workshop Objectives:

- Insert controls on a form template
- Use file and picture controls
- Understand Advanced and custom controls
- Remove a control from a form template
- Apply conditional formatting
- Calculate fields
- Validate form data
- Import designs from Word or Excel
- Understand how InfoPath uses XML Technologies
- View and manage Add-ins
- Understand form security
- Publish to a SharePoint Site as a Content Type
- Publish Browser capable forms
- Publish Installable Form Template

For more information on this workshop or to reserve your spot, please contact:

Amaztech Training and Development

Tel: 031 262 7863 Fax: 086 643 5973

Cell: 082 772 3566

Email: info@amaztech.co.za
Web: www.amaztech.co.za

