

ARCHIBUS – Essentials Course (Windows Client)



Introduction

This course is designed to provide delegates with a comprehensive introduction to the powerful ARCHIBUS system.

By the end of the course, delegates will be able to enter and edit data, generate reports, create business graphics and use the Drawing Editor to view and edit AutoCAD drawings.

The Essentials course is a pre-requisite of all other ARCHIBUS courses.

Duration

1 day

Course Outline

- ARCHIBUS and relational databases
- The ARCHIBUS user interface
- Entering, editing and deleting data
- Selecting fields
- Working with filters
- Formatting reports
- Creating business graphics
- Using Hotlists
- Using the ARCHIBUS Drawing Editor



How to Book

You can choose from the following options:

- ◆ Call our TRAINING CENTRE on 01189 778562
- ◆ Email us at our specially designated TRAINING CENTRE address:

info@mass-trainingcentre.com