IBM Content Navigator 2.0.3.6 Introduction

F270
Course Abstract

Course description

This course introduces the IBM Content Navigator web client and the framework. You learn how to view, add, and search for content in the web client. You also explore other IBM Content Navigator advanced features.

Duration

4 hours

Delivery Method

Instructor-led (Classroom or Online), SPVC (Self-paced virtual course)

Audience

- Anyone who needs to know the IBM Content Navigator client user interface and the features.
- Administrators who are responsible for configuring and administering IBM Content Navigator system.
- Application Builders who implement solutions by using IBM Content Navigator.

Prerequisites

- Familiarity with content management concepts
- Working knowledge of Microsoft Windows operating systems

Course Objectives

Upon completion of this course, participants will be able to do the following tasks in IBM Content Navigator:

- View Content in IBM Content Navigator.
- Add Content in IBM Content Navigator.
- Search for Content in IBM Content Navigator.
- Explore IBM Content Navigator features

Topics

View Content

What is IBM Content Navigator?

Advantages of IBM Content Navigator

IBM Content Navigator Architecture

Capabilities available in IBM Content Navigator

IBM Content Navigator Interface

Views for the Content List

Preview a document

Create annotations for a document

View two documents

Add documents and folders to Favorites

Add Content

Create folders in IBM Content Navigator

Add documents

Check out and Check in a document

Document Versions

Add a link to an external document

View and open an external document

Search for content

Overview of searches

Search View in IBM Content Navigator

Search Criteria: Repository Folder and Type of item

Search Criteria: File type and Action filters

Save a Search for future use

Search Results Display

Content Based Search

Text Search Options

Introduction to Advanced features

Features and capabilities in IBM Content Navigator

What are workflows?

Launch a workflow

Process a work item

Teamspaces

A sample Teamspace

Entry Templates

What is IBM Content Navigator Sync?

IBM Content Navigator administration tool

Appendix

Start and Stop System Components