

Review and Testing

Work Like Tomorrow.™

KOFAX

Review of Class Topics

- Day 1
 - Overview of Kofax and TotalAgility, Installation and Server Settings
 - Create a basic Capture Process
 - Create Resources
 - Create a Separation Profile, Folder Type, Extraction Group, and Classification group
- Day 2
 - Configure process properties, Variables, Capture activities
 - Create a Website, Forms and Navigation
 - Configure Classification
 - Configure Extraction
 - Create a basic BPM Case based process

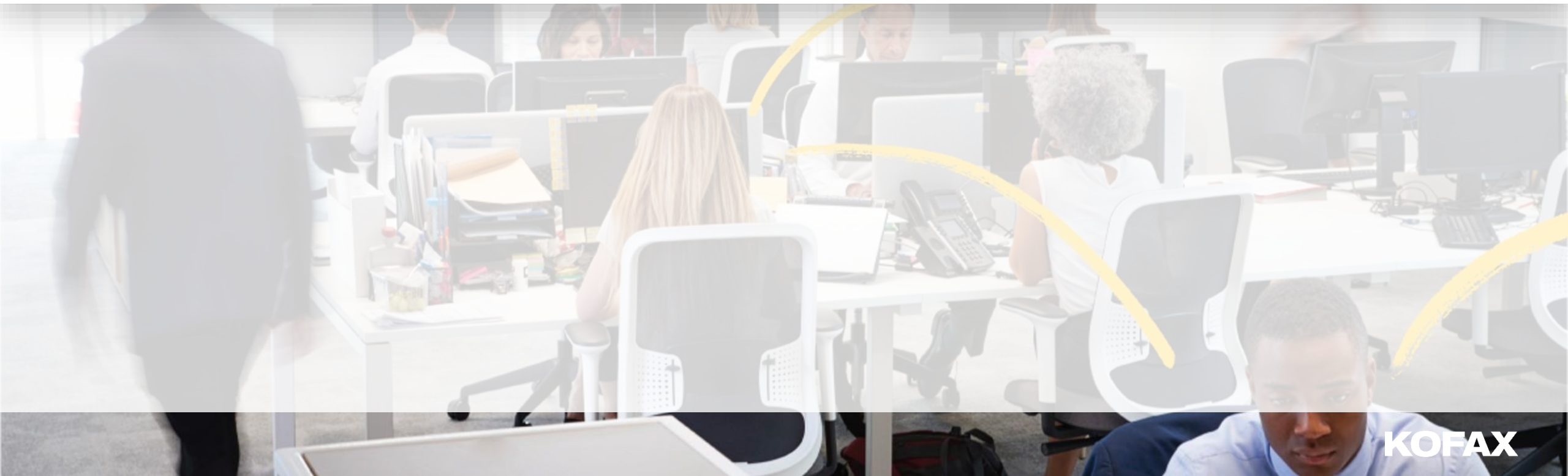


Review of Class Topics

- Day 3
 - Variables and Data Access
 - Email Notification and Document Creation
 - Forms, Navigation and Security
 - Customize Forms
- Day 4
 - Configuring Capture and Personal Loan Process
 - Configuring Email and Watched Folders as Capture Input Sources
 - Configuring Export to Systems of Record
 - Optional – Configuring MFP as Capture Input Source
 - Optional – Mobile and Scanners and as Capture Input Sources
 - Optional – Export Solution as a Package
 - Optional – Debugging
 - Exam Preparation



Exam



- Certification requirements
- The certification exam
- Taking the exam
- View exam score
- Certificate
 - Download/Print
 - Re-downloading
- Re-attempt exam
- Logout

Certification Requirements



- To be certified, the student must score 85% or higher
- One re-take permitted at no charge
- Result is displayed after you complete the last question

The Certification Exam



- Taken online using a browser
- 50 Multiple choice questions from a pool
- 1 point value per question
- 2 Hour maximum time limit
- Open Book
- Each test is unique (shuffled answers and draws from a pool of questions)

Instructions for Taking the Online Exam

- **Navigate** to <https://learn.kofax.com/>
- **Login** with your **email address** and **password**

A screenshot of the KOFAX login form. The form is titled 'Login' in the top right corner. It contains a text input field for the email address, which is pre-filled with 'trainee@kofax.com'. Below this is a password input field with a masked password '.....'. There are two buttons: a blue 'Log in' button and a grey 'Register' button. Below the buttons is a checkbox labeled 'Remember me'. At the bottom, there are two links: 'Forgot Username?' and 'Forgot Password?'.

× Login

trainee@kofax.com

.....

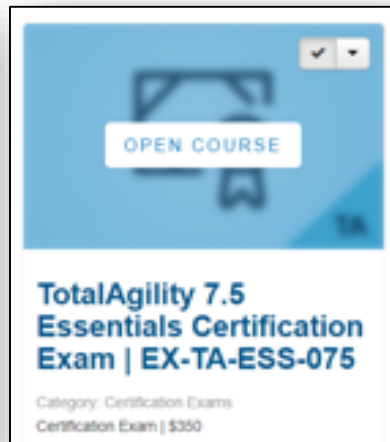
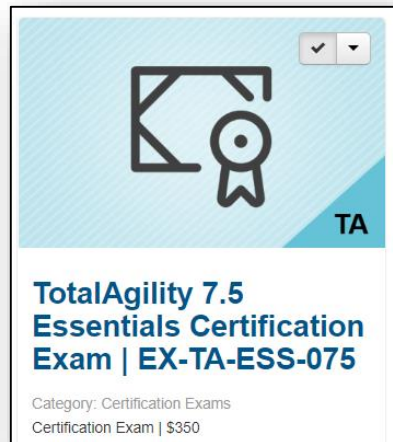
Log in Register


☐ Remember me


- [Forgot Username?](#)
- [Forgot Password?](#)

Instructions for Taking the Online Exam

- Hover the mouse over the exam and click **Open Course**
- The exam **details** will be presented



 **Course details**

 **Certification Exam**


Welcome to the certification exam for TotalAgility 7.5 Essentials.


This exam includes 50 multiple choice questions with one correct answer for each question. You will need to score 85% or higher on the exam to become certified in this version of the software.

There will be a 2-hour time limit and you're allowed 2 attempts to successfully complete the exam.


To begin the exam, click on the link below and you will enter the page to start the exam.


Element name

 [Kofax TotalAgility 7.5 Essentials Certification Exam](#)



Select Kofax TotalAgility 7 Essentials Certification Exam

 **Course details**

 **Certification Exam**



Welcome to the certification exam for TotalAgility 7.5 Essentials.

This exam includes 50 multiple choice questions with one correct answer for each question. You will need to score 85% or higher on the exam to become certified in this version of the software.

There will be a 2-hour time limit and you're allowed 2 attempts to successfully complete the exam.

To begin the exam, click on the link below and you will enter the page to start the exam.

Element name

 [Kofax TotalAgility 7.5 Essentials Certification Exam](#) 

Click Start

You are here: [Home](#) ▶ [Learn](#) ▶ [Training Courses](#) ▶ [TotalAgility 7.5 Essentials Certification Exam | EX-TA-ESS-075](#) ▶ [Quizzes](#)


Kofax TotalAgility 7.5 Essentials Certification Exam

▶ Start

Timer and Question Number

The timer counts down from e.g. 02:00:00, the current question number is displayed below

01:32:24
Question 37 of 50
Point value 1

 **Kofax TotalAgility 7.5 Essentials Certification Exam**

01:59:49
Question 1 of 50
Point value 1


☐ False

☐ True

✓ OK

One Answer Required

Each question requires only one answer

 **Kofax TotalAgility 7.5 Essentials Certification Exam**

01:59:49
Question 1 of 50
Point value 1

✓ OK

☒ False

☐ True

Answering a Question

Click OK to move to the next question if you can answer



Kofax TotalAgility 7.5 Essentials Certification Exam



01:48:31

Question 14 of 50

Point value 1


✓ OK



- ☐ [Redacted]
- ☐ [Redacted]
- ☐ [Redacted]
- ☒ [Redacted]

Skipping a Question

Click Skip if you cannot answer a question. You can answer any skipped questions using the Contents button (see next slide).

 **Kofax TotalAgility 7.5 Essentials Certification Exam**

01:55:20
Question 1 of 50
Point value 1

✓ OK

↶ Skip

☐


☐

☐

☐

Contents

Click Contents to view a list of all questions with clickable hyperlinks. You can navigate to any question. Questions with an X have been attempted.

 **Kofax TotalAgility 7.5 Essentials Certification Exam**

01:58:13
Question 3 of 50
Point value 1

✓ OK

↶ Skip

📄 Contents

✓ OK

↶ Skip

📄 Contents

	1	X
	1	X
	1	-
	1	-
	1	-

View Exam Score

After completing all questions, your score is displayed




Kofax TotalAgility 7.5 Essentials Certification Exam

Quiz Results

Your score	50 of 50
Passing score	42.5 (85%)
Spent time	31:14

Congratulations, you passed the exam!

 Certificate

View Exam Score

After completing the last question, your score is displayed

Kofax TotalAgility 7.5 Essentials Certification Exam


Quiz Results

Your score	16 of 50
Passing score	42.5 (85%)
Spent time	02:46

Your score wasn't high enough to successfully pass the exam, please try again.


Certificate

- If successful you can click the **Certificate** button to view and download your certificate
- If you do not qualify, you may return to the online exam and attempt the exam one additional time

 **Kofax TotalAgility 7.5 Essentials Certification Exam**

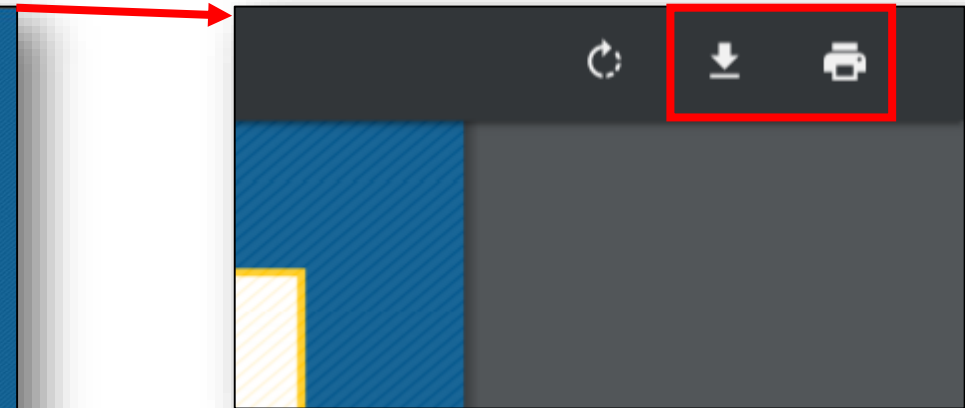
Quiz Results	
Your score	50 of 50
Passing score	42.5 (85%)
Spent time	31:14

Congratulations, you passed the exam!

 Certificate

Download/Print Certificate

- The certificate is displayed
- Click the **Download** icon to download as a PDF
- Click the **Print** icon if you need a hard copy



Re-downloading a Certificate

- **Login** to Joomla and either re-open the exam or click **Gradebook** icon in the toolbar
- Your score is displayed and certificate can be re-downloaded

The screenshot displays the Joomla! Gradebook interface. At the top, a header bar shows the 'Element name' as 'Kofax TotalAgility 7.5 Essentials Certification Exam' with a score of '50 / 50' highlighted by a red box. Below this, the main content area is divided into two columns. The left column features a sidebar with navigation icons and a 'Gradebook' section. In the 'Gradebook' section, there is a 'Back' button and a 'PDF' button, both highlighted with red boxes. Below the 'PDF' button, a red box indicates 'Course incomplete'. The right column shows the 'Quiz Results' for the same exam, with a score of '16 / 50' highlighted by a red box. At the bottom left, there is a 'User Information' section.

Re-attempting an Exam (if necessary)

- Hover the mouse over the exam and click **Open Course**
- The exam and previous exam score will be presented
- Take the exam as previously described

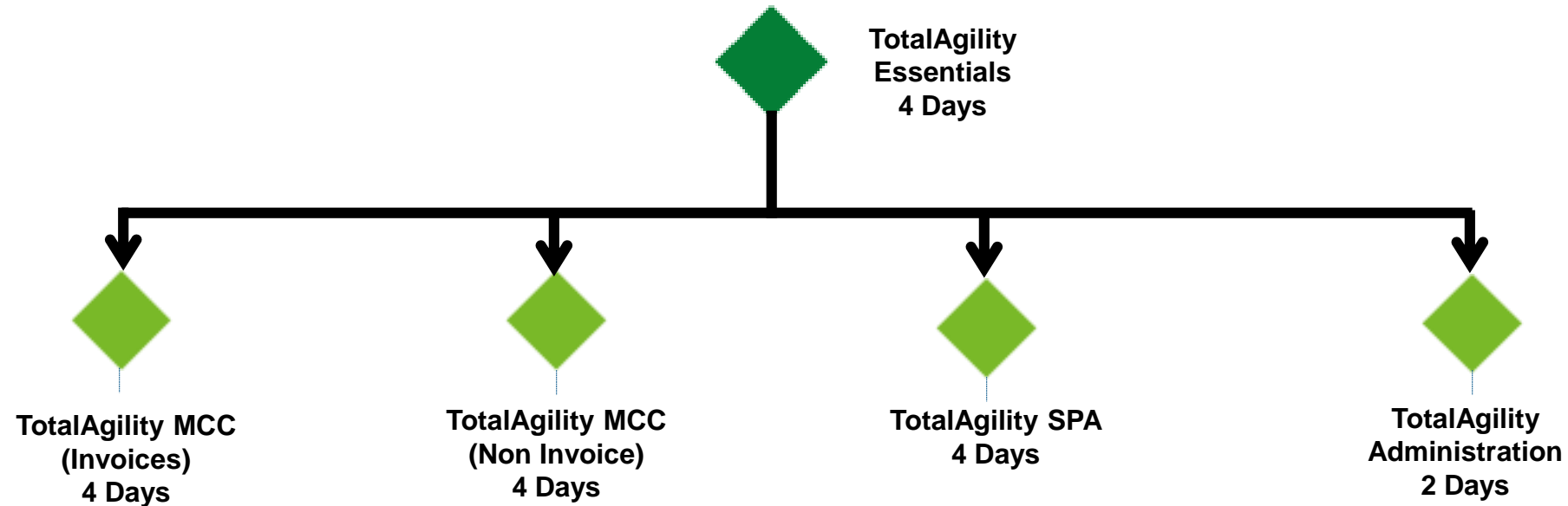
Logout



Exit & Logout when finished

And finally, close the browser

KTA 7 Courses



MCC (Multi-Channel Capture) SPA (Smart Process Applications)

KTA Essentials is the starting point to obtain a general understanding of both Capture and Smart Process Application features in Kofax TotalAgility.

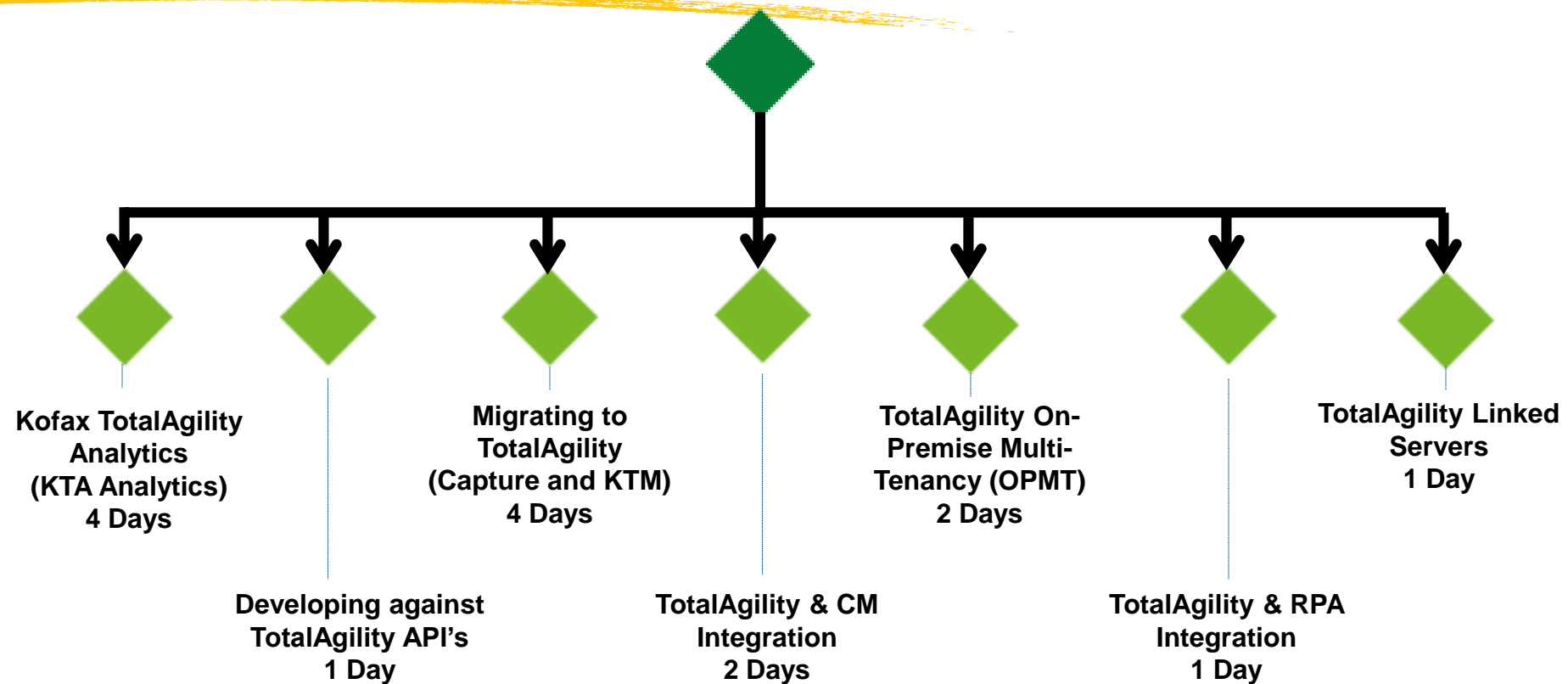
Certification Exams are available for all courses

Core Courses - Description



- TotalAgility Essentials
 - Introduction to KTA touching on all multi-capture channels and an introduction to BPM/Case Management
- TotalAgility MCC
 - More in depth look at working with non-invoice forms, more complex processes, and the Transformation Designer
- TotalAgility MCC - Invoices
 - Aimed at working with invoice type forms, more complex processes, and the Transformation Designer
- TotalAgility Administration
 - For Administrators who need to support and administer the product

TotalAgility – Specialist Courses



Specialist Courses - Description

- Kofax TotalAgility Analytics (KTA Analytics)
 - Business Process Intelligence reporting on all TotalAgility data
 - Real-time, near real-time or historical reporting
- Migrating to TotalAgility (Capture and KTM)
 - Moving to TotalAgility with existing Capture or KTM projects?
 - Use the Migration Utility and TotalAgility Starter Pack
- TotalAgility On-Premise Multi-Tenancy (OPMT)
 - Multiple Tenants? Learn how to install and manage multiple tenants in one TotalAgility environment
- TotalAgility Linked Servers
 - Disparate offices, slow connections, remote workers?
 - Solve the problem with Linked Servers

Specialist Courses - Description



- Developing against TotalAgility API's
 - Existing systems and now you want to use TotalAgility as a backend system?
 - Call the TotalAgility APIs or web services as required
- TotalAgility & CM Integration
 - Working with TotalAgility and Communications Manager to streamline all customer communications
- TotalAgility & RPA Integration
 - TotalAgility and Robotic Process Automation

TotalAgility – Solution Training



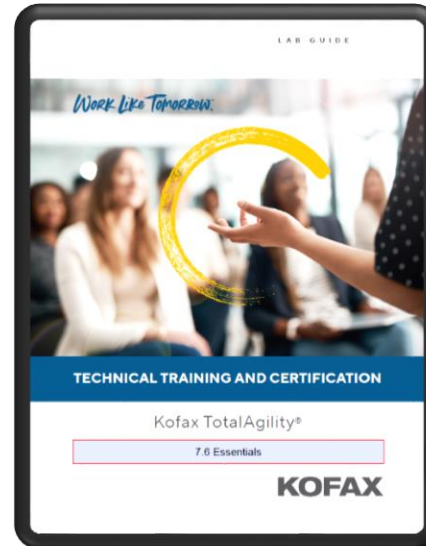
- Invoice Processing Agility - Multichannel and electronic invoices, extraction, extensive validation, ERP integration, 2 way Line Pairing, PO Invoices, Non PO Invoices, Credit Notes
- Accounts Payable Agility – received processed invoice from IP Agility, Exceptions, Duplicates, Invoice Coding, Approval Workflows
- Claims Agility – US Medical Claims processing for CMS-1500 and UB-04 forms for capture, classification, extraction of data for indexing, adjudication, medical review and collaboration with providers and beneficiaries
- Certification Exams are available for all courses

Course Pre-requisites

- KTA Essentials is the starting point to obtain a general understanding of both Capture and Smart Process Application features in Kofax TotalAgility
- KTA Essentials is mandatory for all courses
- To complete the Kofax TotalAgility Analytics course it is also highly recommended you have completed SPA
- To complete the API's course it is also highly recommended you have completed SPA

Congratulations

Congratulations!



We hope to see you in a future class...

KOFAX
Education