

Kofax Kapow 10.3 Training and Certification

Module 1 - Class Overview

What to Expect

**Kofax
Kapow™**



Kofax Kapow 10.3 Training Overview

- ◆ Duration
- ◆ Prerequisites
- ◆ Class Materials
- ◆ Goals
- ◆ Class Structure and Methodology
- ◆ Module Overview

Course Overview

Duration and Schedule

- ◆ Classroom schedule – 3 ½ days

- ◆ 8:30-10:30 Class
- ◆ 10:30-10:45 Break
- ◆ 10:45-12:00 Class
- ◆ 12:00-1:00 Lunch
- ◆ 1:00-2:00 Class
- ◆ 2:15-2:30 Break
- ◆ 2:10-4:30 Class
- ◆ Last day will end around 2:30 p.m.
- ◆ For those taking class via CBT or on demand, training will take approximately 24 hours, including two hours for the certification exam.



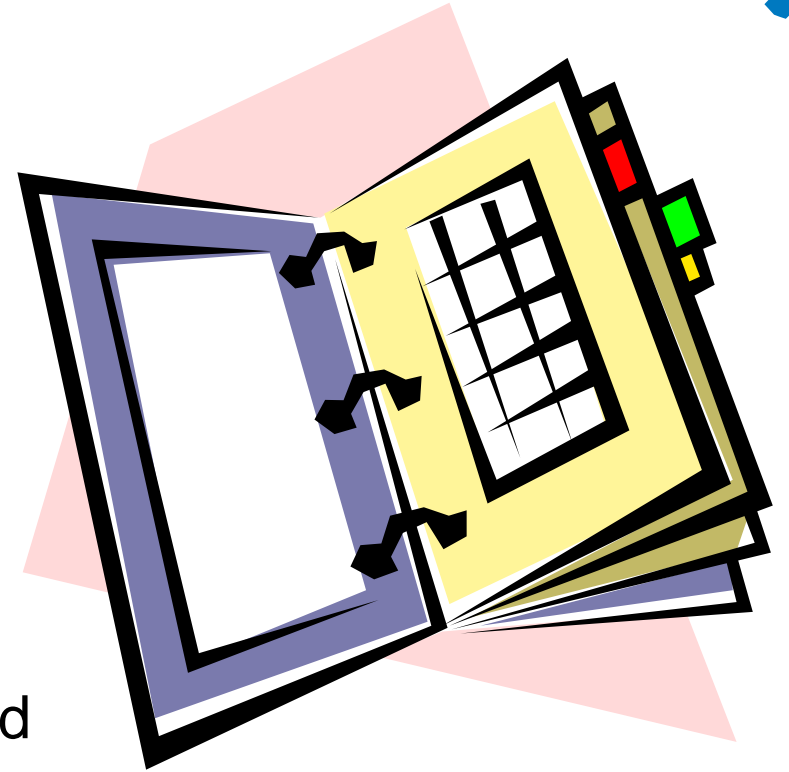
Prerequisites

- ◆ To get the most out of this class, you should have...
 - ◆ Some javascript coding experience (recommended but not absolutely necessary).
 - ◆ Be able to read and interpret HTML and javascript code. Some experience with XML, JSON and AJAX would also be helpful.
 - ◆ Have experience in writing regular expressions
- ◆ Have read the “Kapow Software Training Preparation” document and visited and reviewed material listed on the referenced websites that contained unfamiliar content.



Materials

- ◆ Materials
 - ◆ A Student Guide for note taking
 - ◆ A Lab Guide for hands-on exercises
 - ◆ Copies of all instructor slides
- ◆ Resource Flash Drive including:
 - ◆ Kofax Kapow Software
 - Online Help, Tutorials, Reference Documents and Product Documentation
 - ◆ A special Kapow “training” License



Class Structure and Methodology



- ◆ Building-block Approach to Learning
 - ◆ Start with the simple and build upon it with more complex concepts and tasks
- ◆ Illustrated Lecture
 - ◆ Via Microsoft PowerPoint presentations
- ◆ Live Demonstrations
 - ◆ Instructor will demonstrate setup, processing and results
- ◆ Hands-on Lab Exercises
 - ◆ Attendees will practice what they have learned
- ◆ Measurement of Results
 - ◆ Exam questions (measure knowledge and understanding)
 - ◆ Results of the lab exercises (measure performance)

Goals

- ◆ Describe typical solutions Kofax Kapow software provides including:
 - ◆ Use cases
 - ◆ As a component of a Kofax solution
- ◆ Describe and comprehend the software's basic components and architecture including:
 - ◆ “RoboServer”
 - ◆ “Management Console”
 - ◆ “Design Studio”
 - ◆ “Robots”
 - ◆ “Kapplets”
 - ◆ “Device Automation Agent”

Goals (cont.)

- ◆ Install, license and configure Kofax Kapow in a standalone configuration. Also be able to describe how to do the same in a live company network environment.
- ◆ Install the Device Automation Agent on a second remote machine
- ◆ Access and use Online Help and other documentation.
- ◆ Use Design Studio to configure and add attributes to simple and complex data “Types”, create and test Robots (both simple and more complex ones with branching), set up database mapping and create and store “Snippets.”
 - ◆ Create robots to import data from web sites and pages.
 - ◆ Create robots to import data from existing databases.
 - ◆ Create robots to automate desktop tasks
- ◆ Describe Robot “States.”

Goals (cont.)



- ◆ Set up data “Converters” using patterns and regular expressions.
- ◆ Configure “Steps” and identify valid and invalid Steps. Set up “Tagfinders.” Identify and correct errors.
- ◆ Configure device automation steps to automate tasks on remote computers
- ◆ Create database tables.
- ◆ Use the Management Console to manage clusters, branch Robot runs, REST web services and create Kapplets.
- ◆ Use “Kappzone” to run Kapplets.
- ◆ Describe the functionality and protocols of the RoboServer and use the RoboServer interfaces.
- ◆ Pass a certification exam with a score of 85% or higher.

Modules

- ◆ Module 1 Class Introduction
- ◆ Module 2 Kofax Kapow 10 Overview
- ◆ Module 3 Installing Kofax Kapow
- ◆ Module 4 Prerequisite Knowledge Review
- ◆ Module 5 Before You Start – Building Your First Robot
- ◆ Module 6 Patterns
- ◆ Module 7 Basic Loops
- ◆ Module 8 Input Variables/More Loops
- ◆ Module 9 Development Database/Management Console
- ◆ Module 10 Advanced Repeat/Next Loop

Modules

- ◆ Module 11 Working with Excel
- ◆ Module 12 RESTful Web Services
- ◆ Module 13 Calling a Web Service
- ◆ Module 14 Introduction to Device Automation; Installing the Device Automation Agent
- ◆ Module 15 Creating a Device Automation Step
- ◆ Module 16 More Device Automation
- ◆ Module 17 Running the Robot through Scheduling and with a Kapplet
- ◆ Module 18 Review and Q&A
- ◆ Module 19 Testing and Certification

Are You Ready?



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