



Online Live Training



Live Document Locator training classes held online

Our virtual online training is an ideal way to develop skills in Document Locator. In-depth, hands-on sessions provide a thorough study of document management procedures and best practices. Administrators and users alike gain from expert knowledge of system functionality.

In 2-hour remote sessions, you can choose among several topics for one to many class participants:

- Creating folders
- Profiles and Properties
- Document Importing
- Document Modification
- Searching
- Workflow
- Security
- Folder Structure Manager
- Auto Path Templates
- Scanning

Class topics can be organized based on your learning objectives. Both admin and user level sessions are available. All classes can be recorded for future reference.

Custom Training Options

We can tailor a course on specific document management operations at your business. Custom training is particularly useful when specific business solutions have been implemented. We'll work with you to identify training objectives and determine an appropriate course outline, then deliver training.

For more information about training, contact us online at DocumentLocator.com or call: 800-298-1172 ext. 278.



By attending your training session, I have managed to learn even more helpful information and to focus more on the areas we currently do not use that we would like to begin implementing."

Prarie State
Generating Company

