

## Training: Micro Focus SBM200-SBM Designer & Administrator



### TRAINING GOALS:

This course provides the concepts and skills to design, develop, and deploy a process app, as well as to configure and manage its runtime environment.

Upon successful completion of this course, you should be able to:

- Use a process app in SBM Work Center
- Use SBM Composer to design and develop a process app
- Configure data fields for a process app
- Configure default forms and create custom forms
- Deploy a process app to a run-time environment
- Promote a process app with SBM Application Repository
- Configure the runtime environment with SBM Application Administrator

### Audience/Job Roles:

This course is intended for those who will design, build, deploy, modify, and maintain process apps, as well as manage the runtime environment.

### CONSPECT:

- Course Overview
  - Identify the daily classroom schedule and methodology
  - Review the course objectives
- Process Apps and Process Design
  - Describe how SBM automates business processes
  - Identify how process app orchestrations differ from process app applications
  - List the steps and tools of the SBM process app development lifecycle
  - Describe the design elements of a process app
  - Identify the difference between process app templates and blueprints
  - Identify SBM online resources
- Using a Process App

- Navigate the Work Center and User Workspace
- Describe User Settings
- Submit an item
- Transition an item
- Add links and attachments to items
- View My Activity from the Work Center
- Access built-in reports
- Exploring SBM Composer
  - Navigate the SBM Composer interface
  - Change Composer theme
  - Access Composer Help and documentation
  - Open a typical process app blueprint
  - Navigate the App Explorer
  - Open the application workflow editor
  - Open the report editor
- Creating a Process App
  - Represent a process with an application workflow
  - Define workflow terminology (state, transition, ownership, etc.)
  - Remove and delete a process app
  - Create an application
  - Create roles with privileges
  - Create an application workflow
  - Assign ownership
- Working with Fields
  - Add data fields to an application
  - Describe UI Help Text capability
  - Create a dependency between Selection Fields
  - Describe import/export capability for Selection Fields
  - Create an Auxiliary Table and Relational Fields
  - Create a listing report from SBM Composer
  - Create rules for Conditional Routing
- Using Forms
  - Add data fields to an application
  - Describe UI Help Text capability
  - Create a dependency between Selection Fields
  - Describe import/export capability for Selection Fields

- Create an Auxiliary Table and Relational Fields
- Create a listing report from SBM Composer
- Create rules for Conditional Routing
- Deploying a Process App
  - Publish a process app
  - Deploy a process app
  - Assign user accounts to roles
  - Submit records into the auxiliary table
  - Submit an item into the deployed app as a user
- Using Application Repository
  - Describe the responsibilities of the IT Administrator
  - Describe the purpose of Environments
  - List the elements of Environments
  - Navigate the Application Repository interface
  - View published process apps
  - View the Default Environment
  - Deploy a process app to the Default Environment
  - View the Activities log
- Working with Multiple Environments
  - Describe the purpose of Promotion
  - List the steps in promoting a process app
  - Describe the purpose of Snapshots
  - List the settings in a Promotion Profile
- Using the Application Administrator
  - Navigate SBM Application Administrator
  - Identify the process app elements to configure
  - Describe the purpose of projects
  - Create a new project and associate an application workflow it
  - Create new User accounts
  - Associate a new User account to a role
  - Describe User levels (Occasional, Managed Admin, User)
  - Describe LDAP capabilities
  - Describe User Replacement
  - Describe delegation of primary items
- Working with Notifications
  - Describe the purpose of notifications

- Define the elements of a notification
- Define types of notifications
- Create a notification
- Subscribe users to notifications
- Configure the Notification Server
- Create Work Calendars
- Describe Channels
- Describe E-mail Templates
- Describe Notification actions
- Describe E-mail Responses
- Course Summary and Glossary
  - Review Course Objectives
  - Review Glossary terms
  - Identify Online Resources

## REQUIREMENTS:

These self-paced online courses are recommended as pre-study:

- 100 SBM Essentials
- 120 SBM for Users

## Difficulty level



## CERTIFICATE:

The participants will obtain certificates signed by Micro Focus (course completion).

## TRAINER:

Authorized Micro Focus Trainer.