Arribatec.

COURSE CATALOGUE 2024

Unit4 Cloud Training.

TRAINING, SKILLS DEVELOPMENT AND CERTIFICATIONS WITH ARRIBATEC .

Regardless of whether you are a novice or seasoned user, undergoing training is crucial for comprehending and efficiently utilising Unit4 ERP. As an Elite Partner, we have the expertise to guide you through new features and significant updates, empowering you to navigate the system with confidence. In addition to our standard Unit4 ERP training programmes, we offer the flexibility to customise any course to align with your specific requirements. Our training portfolio encompasses various options, catering to both ERP CR (previously known as ERP 7) and ERPx systems.

Transitioning Unit4 ERP to the cloud necessitates comprehensive user training to maximise the benefits of this migration. At Arribatec, we understand the significance of equipping users with the necessary skills to seamlessly adapt to cloud-based operations. Our extensive catalogue of courses is designed to facilitate this transition, ensuring that users can effectively leverage the functionalities of both ERP CR and ERPx in the cloud environment.

COURSES

MOVING DESKTOP TO CLOUD

DURATION: ONE HOUR
LANGUAGES: ENGLISH

MORE INFORMATION

NAVIGATION & WEB FUNCTIONS

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

ALLOCATIONS & CORRECTIONS ON THE WEB

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

SYSTEM ADMINISTRATION FULL COURSE

DURATION: TWO DAYS
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

WORKFLOW BUILD - BASICS

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

FLEXI-FIELDS

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

FORMS

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

WORKSPACES WORKSHOP

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

INFORMATION BROWSER REPORTS - FINANCE

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

INFORMATION BROWSER REPORTS - HR

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

INFORMATION BROWSER ADMINISTRATION

DURATION: ONE HOUR
LANGUAGES: ENGLISH

MORE INFORMATION

CREATE CUSTOM WIDGETS

DURATION: ONE HOUR
LANGUAGES: ENGLISH

MORE INFORMATION

EXCELERATOR (POSTBACK): HOW TO USE THEM

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

BASIC EXCELERATOR: HOW TO BUILD THEM

DURATION: ONE DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

YOUTUBE VIDEOS

LANGUAGES: ENGLISH

MORE INFORMATION

INTRODUCTION TO WEB APIS

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

EXTENSION KIT WORKSHOP

DURATION: ONE DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

APP STUDIO WORKSHOP

DURATION: HALF A DAY
LANGUAGES: ENGLISH, NORSK, SVENSKA, FRANÇAIS, ITALIANO, ESPAÑOL, NEDERLANDS

MORE INFORMATION

A.

PACKAGES

The prices listed in this brochure are per course and for one spot. These spots offer flexibility and can be utilised by various employees within a company, as courses are tailored to specific target groups.

Additionally, customers receive support, training hours or training material for transitioning to the web based on the number of units purchased (with each half-day equating to one unit). If you want to discuss pricing options, contact atc@arribatec.com

Price per unit (1/2 day)

| NOK 2,450 | SEK 2,400 | GBP 225 | EURO 250 | USD 300 |

12 UNITS PACKAGE
When purchasing 12 or more units of training you will receive 2 hours of training support or training material.

16 UNITS PACKAGE
When purchasing 16 or more units of training you will receive 5 hours of training support or training material.

20 UNITS PACKAGE
When purchasing 20 or more units of training you will receive 6 hours of training support or training material.

24 UNITS PACKAGE
When purchasing 24 or more units of training you will receive 8 hours of training support or training material.

DISCOUNTS

EARLY BIRD
Order before 5 of November 2024 and get 10% discount on each course booked.

SPECIAL RATES
Each 10th Unit is 5% extra discount with a maximum of 20% discount per company.

CUSTOMISED OFFER
Tailor offer for companies with a large groups of trainees. Enquire within.

A.

Moving desktop to Cloud

Our experts will demystify the cloud migration process and share invaluable insights to help you make informed decisions.

Duration: one hour
Languages: English

Included in the package
ERP CR and ERPx

Book course

Navigation & Web functions

Instructor Led: Online

In this course you will be introduced to Unit4's web interface. You will learn how to navigate the web, tip&tricks and in addition get introduced to new functionality only available on web.

In addition to the hands-on training session, the trainees will receive: a PDF User Guide detailing all elements trained in the course and a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 1 unit
ERP CR and ERPx

Book course

Allocations & Corrections on the web

Instructor Led: Online

In this course you will learn how to Match payments, run enquiries and make corrections and reversals on Unit4 Web.

Pre-requisites:Experience working with Accounts Receivables in U4 Desktop

In addition to the hands-on training session, the trainees will receive: a PDF User Guide detailing all elements trained in the course and a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 1 unit
ERP CR and ERPx

Book course

System Administration full course

System Administrator is a two-day classroom or online course where delegates will learn how to use the huge range of administrative and build functions to not only monitor their Unit4 ERP system and keep it running, but also to add new essential functionality. The course includes explanation, demonstration and focusses on story-driven, hands-on practical examples.

Pre-requisites: knowledge Unit4 ERP (Agresso / U4BW) navigation and good knowledge of attributes and relations (U4 Fundamentals)

In addition to the hands-on training session, the trainees will receive: four PDF user guides relating to elements trained in the course: Attributes & Relations, Finance Elements, Flexi Fields & Forms and Workflow and a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 4 units
ERP CR and ERPx

Book course

Workflow Build - Basics

This course teaches you the basics of workflow creation in U4 ERP (Agresso). Using practical examples, you will create an approval workflow using element types, user steps, if/else decision paths, distribution rules and escalation points.
You will also learn how to track items in workflow and work out issues when things go wrong.

Pre-requisites: knowledge of Unit4 ERP (Agresso / U4BW) navigation will be an advantage but not required.

In addition to the hands-on training session, the trainees will receive: a PDF User Guide detailing all elements trained in the course and a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 1 unit
ERP CR and ERPx

Book course

Flexi-fields

This course helps you understand the wonderfully useful 'flexi-field' functionality in U4 ERP (Agresso). Flexi-fields allow you to capture bespoke information and truly make the system relate to your business.

You will learn where they can be used, what field-types are available, how to automate fields and populate them with information.

You will also learn how to make fields dynamic so that they only appear based on information entered in other fields.

Pre-requisites: knowledge of Unit4 ERP (Agresso / U4BW) navigation will be an advantage but not required.

In addition to the hands-on training session, the trainees will receive: a PDF User Guide detailing all elements trained in the course and a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 1 unit
ERP CR and ERPx

Book course

Forms

This course teaches you how to create and administrate forms in U4 ERP (Agresso).

You will learn how to initiate them, add auto-numbering, create bespoke menus and change the way they appear to the end user. Due to how Forms are set up, this course also introduces the topics of Flexi-fields and Workflow.

Pre-requisites: knowledge of Unit4 ERP (Agresso / U4BW) navigation will be an advantage but not required.

In addition to the hands-on training session, the trainees will receive a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 1 unit
ERP CR and ERPx

Book course

Workspaces Workshop

This course helps you to navigate the screens necessary to create workspaces in U4 ERP (Agresso). Using practical examples, you will understand what is mandatory or optional, what the 'order of operations' is, and what decisions you need to make to create useful workspaces for you or your colleagues.

Pre-requisites: Unit4 ERP (Agresso / U4BW) navigation,Good knowledge of at least one system module and Familiarity with the creation of Information Browsers.

In addition to the hands-on training session, the trainees will receive a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 1 unit
ERP CR and ERPx

Book course

Information Browser Reports - Finance

Information Browsers are powerful web based method of creating and amending reports. In this course you will learn how to ceate financial reports in the web environment of U4 ERP (Agresso).

The course covers creating, saving and exporting reports. You will learn how to add fields and expressions and how to filter and format reports.

Pre-requisites: knowledge of Unit4 ERP (Agresso / U4BW) navigation and Financial set up: Posting attributes and Relations, will be an advantage but not required.

In addition to the hands-on training session, the trainees will receive: A PDF User Guide with step by step instructions so you can apply the knowledge gained in your own environment and a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 1 unit
ERP CR and ERPx

Book course

Information Browser Reports - HR

Information Browsers are powerful web based method of creating and amending reports. In this course you will learn how to create HR reports in the web environment of U4 ERP (Agresso).

The course covers creating, saving and exporting reports. You will learn how to add fields and expressions and how to filter and format reports.

Pre-requisites: knowledge of Unit4 ERP (Agresso / U4BW) navigation and HR module (personnel & absences), will be an advantage but not required.

In addition to the hands-on training session, the trainees will receive a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 1 unit
ERP CR and ERPx

Book course

Information Browser Administrator

In this instruction video you will learn what objects are, administrative tasks related to objects. You will learn how to administer access and learn about Report Management

Duration: one hour
Languages: English

Included in the package
ERP CR and ERPx

Book course

Create custom widgets

Duration: one hour
Languages: English

Included in the package
ERP CR and ERPx

Book course

Excelerator (postback): How to use them

IIn this course you will learn how you can use postback to import transactions into Unit4. You will learn how to fix common errors and best practices.

In addition to the hands-on training session, the trainees will receive a certificate of completion.

Languages: English

Duration: 1 unit
ERP CR and ERPx

Book course

Basic Excelerator: How to build them

IIt is a 'toolkit' course that provides many useful functions that can then be applied, as required, by the learner in their own Unit4 environment.

The reports used in the course will be based on web 'Information Browsers', but the elements trained in the course also apply to desktop users.

Pre-requisites: knowledge of Unit4 ERP (Agresso / U4BW) navigation; core finance setup (Accounts, Posting Attributes, Periods, etc) and Desktop Browser or Web Information Browser creation, will be an advantage but not required.

In addition to the hands-on training session, the trainees will receive: an excel worksheet with all the report examples used in the session – for reference purposes, a PDF User Guide detailing all elements trained in the course and a certificate of completion

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 2 units
ERP CR and ERPx

Book course

YouTube Videos

We will create short Youtube videos focussing on small topics. Think of a short video about the specific new screens in Unit4 Web

Languages: English

Included in the package
ERP CR and ERPx

Watch now

Introduction to Web APIs

This course introduces the learner to Web APIs (SOAP / REST) and how they are used with Unit4 ERP to carry out a variety of data functions. We will learn the terminology, basic use and the different options available.

The course is a prerequisite for the Extension kit and App Studio courses but is also great for anyone who wants to know how they work as they are a part of every web application and are becoming increasingly important for adding bespoke functionality to a cloud system.

Pre-requisites: knowledge of Unit4 ERP (Agresso / U4BW) navigation and knowledge of Unit4 ERP modules and core concepts will be an advantage but not required.

In addition to the hands-on training session, the trainees will receive a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 1 unit
ERP CR and ERPx

Book course

Extension Kit Workshop

This is a 'toolkit' workshop that gives the learner an insight into many of the common functions and options within the Extension Kit application.

 The examples used will be meaningful and will give the learners a good basic understanding of what can be done with the tools available, and an inspiration for how they may use it to increase functionality in their own Unit4 ERP system.

Pre-requisites: knowledge of Unit4 ERP (Agresso / U4BW) navigation, Unit4 ERP modules and core concepts and experience of Web APIs.

In addition to the hands-on training session, the trainees will receive a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 2 units
ERP CR and ERPx

Book course

App Studio Workshop

This is a 'toolkit' workshop that gives the learner an insight into many of the common functions and options within the Application Studio application.

 The examples used will be meaningful and will give the learners a good basic understanding of what can be done with the tools available, and an inspiration for how they may use it to increase functionality in their own Unit4 ERP system.

Pre-requisites: knowledge of Unit4 ERP (Agresso / U4BW) navigation, Unit4 ERP modules and core concepts, experience of Web APIs and experience of Extension Kit.

In addition to the hands-on training session, the trainees will receive a certificate of completion.

Languages: English, Norsk, Svenska, Français, Italiano, Español, Nederlands

Duration: 1 unit
ERP CR and ERPx

Book course

Support hours

When buying a certain number of Units you receive a number of hours of support free of extra charge. This works per Unit were 1/2 day course is 1 Unit, 1 day course is 2 Units. 10 Units or more is 4 hours. 15 Units or more is 6 hours. 20 Units or more is 8 hours.

Support hours are after courses have been attended.

Think of this as a timebank. The hours given can be used on creating material, support or training. When the suggested work exceeds the hours of the bank this will be against normal rates

Languages: English, Norsk, Nederlands.

ERP CR and ERPx

Arribatec.

we simplify complexity

Contact our training team.

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