



## Classify Training

2-Day Training in Aachen, Germany

Language: English

Time: 09:00 – 17:00

- Purpose:** The Classify training teaches the use of classification, indexing and sorting of documents. This training specifically explains the handling of the solution component Digital Mailroom, the classification component and the configuration tool, Solution Designer.
- Target Audience:** New and certified Partners of I.R.I.S.
- Pre-requisites:** For new or uncertified Partners, a training certificate from Level 1 is required. For certified Partners, one completed training from Level 1 or the written confirmation from a Manager, expressing that the knowledge of a Level 1 training has been given to the employee. (The confirmation has to be sent prior to the training).
- Location:** I.R.I.S. AG  
Heussstrasse 23, 52078 Aachen, Germany
- Dates:** Please consult the training schedule
- Price:** € 400.- per person per day • maximum number of participants: 6
- Registration** [Training-DE@iriscompany.com](mailto:Training-DE@iriscompany.com)

All employees from Canon enrol via:  
<https://canon-europe.csod.com/client/canon-europe/default2.aspx#>

### AGENDA

#### Day 1

##### Introduction

##### Project – step by step

##### Xmail workflow

Manual, half automated and fully automated classification

##### Generate Training Material

##### Background on Classify

How Classify works, Features

##### Solution Designer

Project settings, synchronize train and inspect universe, Report, Rejects & Substitutions

##### Solution Designer

##### Benchmarking

##### Solution Designer XTokens

page geometry, fuzzy words, database

#### Day 2

##### Index Fields

Setting up a project from scratch