



Classification 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:	€ 500.- per person per day maximum number of participants: 6
Registration:	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

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