



Document to Knowledge™
A CANON COMPANY

April – June 2019
Aachen, February 27, 2019

Please find below the trainings, offered by I.R.I.S. AG in Aachen. Be aware that the training language is English and the registration deadline is 14 days prior to the training date. The trainings are taking place in Aachen and last from 9-5pm. For the registration, please use: Training-DE@iriscorporate.com All Canon employees are kindly requested to enroll via the [Canon Learning Hub](#). An overview by month can be found on page 2.

| TRAINING | CONTENT | DATES | |
|---|---|-------|----------------|
| IRISXtract™ v5 System Administration | The System Administration training introduces the participants to the structure and processing of the software platform IRISXtract™ for Documents. It provides the attendees with comprehensive knowledge of the system’s administration. | April | 02.04.2019 |
| | | May | 08.05.2019 |
| | | June | 25.06.2019 |
| IRISXtract™ v5 System Installation | The System Installation training is a complete walkthrough of the installation and configuration of an IRISXtract™ for Documents system and guides you through both the common and uncommon steps of an installation. | April | 03.04.2019 |
| | | May | 07.05.2019 |
| | | June | 26.06.2019 |
| IRISXtract™ v5 Solution Package Accounts Payable | The Solution Package Accounts Payable training demonstrates, how the solution can be configured. It provides the attendees with in-depth knowledge and expertise in the Solution Package by using the configuration tool Solution Designer. | May | 09.-10.05.2019 |
| | | July | TBD |
| IRISXtract™ v5 Digital Mailroom | The Digital Mailroom 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. | May | 04.-05.04.2019 |
| | | Aug. | TBD |
| IRISXtract™ v5 Hybrid Forms Processing | The Hybrid Forms Processing training illustrates how to configure structured and unstructured forms documents. After the training, you should be able to do: classification, designing fields, recognize errors in the document structure, optimize recognition results and set up a project from scratch. | June | 27.-28.06.2019 |
| | | Sept. | TBD |
| IRISXtract™ v5 Scripting | The Scripting training is based on VB.NET and demonstrates which options are available to individually customize the IRISXtract™ for Documents platform by scripting using VB.NET. Thereby the integrated development environment Visual Studio is briefly explained. | May | 21.-22.05.2019 |
| | | July | TBD |
| IRISXtract™ v5 Freetext & Line Item Search | The Freetext and line item search training is an advanced subject-specific training. It provides the attendees with in-depth knowledge and expertise in Freetext Searches and Table Finder by using the configuration tool “Solution Designer”. | April | 09.-10.04.2019 |
| | | June | 04.-05.06.2019 |

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TRAINING OVERVIEW BY MONTH

| Month | Training | X4D | Start Date | End Date | Registration | Level |
|-------|-----------------------------------|-----|------------|------------|--------------|-------|
| April | System Administration | 5 | 02.04.2019 | 02.04.2019 | 19.03.2019 | 1 |
| | System Installation | 5 | 03.04.2019 | 03.04.2019 | 20.03.2019 | 1 |
| | Digital Mailroom | 5 | 04.04.2019 | 05.04.2019 | 21.03.2019 | 2 |
| | Freetext & Line Item Search | 5 | 09.04.2019 | 10.04.2019 | 26.03.2019 | 4 |
| May | System Installation | 5 | 07.05.2019 | 07.05.2019 | 23.04.2019 | 1 |
| | System Administration | 5 | 08.05.2019 | 08.05.2019 | 24.04.2019 | 1 |
| | Solution Package Accounts Payable | 5 | 09.05.2019 | 10.05.2019 | 25.04.2019 | 2 |
| | Scripting | 5 | 21.05.2019 | 22.05.2019 | 07.05.2019 | 3 |
| June | Freetext & Line Item Search | 5 | 04.06.2019 | 05.06.2019 | 21.05.2019 | 4 |
| | System Administration | 5 | 25.06.2019 | 25.06.2019 | 11.06.2019 | 1 |
| | System Installation | 5 | 26.06.2019 | 26.06.2019 | 12.06.2019 | 1 |
| | Hybrid Forms Processing | 5 | 27.06.2019 | 28.06.2019 | 13.06.2019 | 2 |

I.R.I.S. offers 4 training levels where each level is built upon the previous one. Completing one training level qualifies you to take the next one. In general, one Level 1 training must be completed in order to move on to Level 2. After completing Levels 1 and 2, you are able to participate in the Level 3 Scripting Training. The 4th level is an advanced training where scripting knowledge is needed, and Level 3 has to be completed.

