



Document to Knowledge™

A CANON COMPANY

January – March 2021

October 14, 2020

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. For the time being and in order to ensure your safety and health the trainings will take place **virtually** and not in Aachen. They last from **08.30am to 04.15pm**. For the registration, please use the [registration form](#) on our website and send it back to [Training-DE@iriscorporate.com](mailto: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. For more details, please consult our [Training Program](#).

TRAINING	CONTENT	DATES
<b>Fundamentals</b>	The IRISXtract™ <b>Fundamentals Training</b> introduces the participants to the structure and processing of the software platform IRISXtract™ for Documents. The training includes the installation and configuration of the X4D system and provides the attendees with comprehensive knowledge of the system’s administration. After the training the participants should be able to administrate and configure the software platform.	Jan. 12.- 13.01.2021 Feb. 02.- 03.02.2021 Mar. 09.- 10.03.2021
<b>Solution Package Accounts Payable (SP AP)</b>	The <b>SP AP</b> 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.	Jan. 20.-21.01.2021
<b>Digital Mailroom (DM)</b>	The <b>DM</b> 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.	Feb. 04.-05.02.2021
<b>Hybrid Forms Processing (HF)</b>	The <b>HF</b> 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.	Mar. 11.- 12.03.2021
<b>Solution Package Orders (SP ORD)</b>	The SP ORD training demonstrates a project setup, different features and how you can configure a solution in its own environment. The solution can process international orders in any language	Jan. 19.01.2021 Mar. 16.03.2021
<b>Scripting</b>	The <b>Scripting</b> 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.	Jan. 27.- 28.01.2021 Mar. 17.- 18.03.2021
<b>Freetext &amp; Line Item Search</b>	The <b>Freetext and line item search</b> 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.	Feb. 23.-24.02.2021

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OVERVIEW BY MONTH

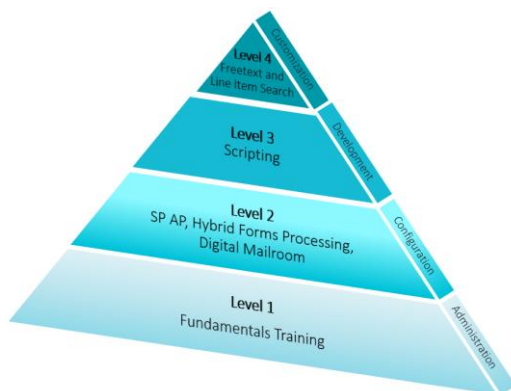
MONTH	TRAINING	START DATE	END DATE	REGISTRATION	LEVEL
January	Fundamentals	12.01.2021	13.01.2021	04.01.2021	1
	Solution Package Orders	19.01.2021	19.01.2021	04.01.2021	2
	Solution Package Accounts Payable	20.01.2021	21.01.2021	05.01.2021	2
	Scripting	27.01.2021	28.01.2021	13.01.2021	3
February	Fundamentals	02.02.2021	03.02.2021	19.01.2021	1
	Digital Mailroom	04.02.2021	05.02.2021	21.01.2021	2
	Freetext & Line Item Search	23.02.2021	24.02.2021	09.02.2021	4
March	Fundamentals	09.03.2021	10.03.2021	23.02.2021	1
	Hybrid Forms Processing	11.03.2021	12.03.2021	25.02.2021	2
	Solution Package Orders	16.03.2021	16.03.2021	02.03.2021	2
	Scripting	17.03.2021	18.03.2021	03.03.2021	3

Training Program

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.

For further information please download our Training program on the website:

<https://irisdatacapture.com/partner-program/iris-training/>



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