

Course Overview

This practical and intensive three day course introduces technical users to the essential tools and techniques needed to create publications from simple letters to transactional statements.

Target Audience

Any technical user who will be using Designer 6.0 as the tool for publication and document creation within their organisation and has little or no experience of using Designer 6.0

Course Prerequisites

Anyone planning to attend this course will have the following skills:

- Working knowledge of Windows XP / Windows 7
- Basic word processing skills
- An understanding of basic programming concepts, such as conditions and variables

The course is taught using the current shipping version of Designer 6.0

Course Objectives

By the end of the course you will be able to:

- Create projects and publications
- Design documents from simple letters to transactional statements
- Publish and run Generate to create output print streams

Course Availability

You can check for scheduled course dates on our website: www.pitneybowes.co.uk

Scheduled courses are carried out in our Watford offices.

To book a place on a scheduled course, please contact us via email: UKTraining@pb.com

Or via telephone:

01923 279100

If you require a non scheduled course either run at your company site or using our training facilities please contact us. We will be happy to discuss your training needs.

Course Cost

Scheduled courses cost £1500 + VAT per delegate for the three day course.

Non scheduled courses cost £6000 + VAT for up to six delegates, plus additional set up, travel and subsistence costs if carried out on customer site.

Course Focus

Overview of Designer

- Benefits, Components, Repository Configuration

Creating an Offer Letter

- How is logic executed?
- The Document View
- The Page Setup View
- Using Active Content
- Using Images
- The Publication View
- Creating Publication Previews
- Static Tables
- New Document Pages
- Page Check Logic
- Margin Notes

Creating a Response Letter

- Understanding Input Data
- XML Data
- Data Maps and Data Dictionaries
- Conditional Paragraphs
- Active Content Groups
- Variable content using Case, Case Test
- Key Map
- Journal Files
- Version Control
- Publish and Production

Creating an Summary Statement

- Repeating Data
- Repeating Records and Groups
- Reserved Areas
- Variables
- Transaction Tables
- Repeating Data Control
- Plug-in Charts
- Remaining Space
- Nested Transaction Tables
- Multiple Documents within a Publication
- Advanced Previews