

LONGVIEW



# 2017 Longview Course Curriculum

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### Introduction

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This Longview course curriculum has been designed to provide an overview of our course offerings, content, delivery timing, and structure. This guide is intended to enable customers to select the appropriate Longview courses to meet their operational needs. Please register for courses and see upcoming dates by visiting: <http://www.longview.com/services/learning/>

If you'd like to discuss the following options:

- *Customized courses versus generic courses*
- *On-site at your location versus Longview location*
- *Course scheduling*
- *Participant numbers identified by course/role*

or if you have any questions or comments regarding this course curriculum or other learning material, please contact:

Tara Brodie  
Global Director, Learning Services  
[tbrodie@longview.com](mailto:tbrodie@longview.com)  
1-905-940-1510 ext. 5442

### Accreditation

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Longview is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: [www.nasbaregistry.org](http://www.nasbaregistry.org)



### Refund/Cancellation Policy

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If you wish to cancel, you must inform Longview Learning at least 14 days in advance of the start date, and we will gladly re-schedule or refund your training. If you cancel within less than 14 days prior to the training start date, you must reschedule and attend a training class within 6 months of the original class date or the funds will be forfeited. If you fail to attend without informing Longview Learning in advance, the full course fee will be charged (i.e. no credits and no re-scheduling).

If Longview Learning cancels or reschedules a class, we will provide at least 1 week notice to students and will not invoice fees for the original class and/or work with students to schedule the class for a mutually acceptable date.

All training services are subject to the Longview Training Services Agreement at <http://www.longview.com/services/learning/longview-training-services-agreement>.

### Complaint Resolution Policy

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If you have concerns or complaints regarding a learning session, please feel free to express yourself with the course evaluation forms, which will be provided at the end of the training session. If you wish to escalate further, please contact Tara Brodie, Global Director of Learning Services: [tbrodie@longview.com](mailto:tbrodie@longview.com).

## Delivery Methods

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There are multiple methods of delivery for many of the courses:

### Classroom Workshop

**!** Look for this symbol for classroom options



An instructor leads a class using methods such as lecture, demonstration, and guided demonstration. Students perform tasks on a live Longview application in a classroom setting.

### Virtual Classroom

**!** Look for this symbol for virtual classroom options



An instructor leads a class using the same methods as a classroom workshop, but students are remote. Students perform tasks on a live Longview application remotely. The primary difference is that students connect to the virtual classroom through an internet browser and a toll-free conference call.

### eLearning

**!** Look for this symbol for eLearning options



A student completes self-paced eLearning during the term of a subscription. Students are provided an individualized login and password to the Longview eLearning website. Content is available for their review for the entire span of their subscription.

## Courses by Solution Area

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Courses are listed by the three (3) Longview areas: Corporate Performance Management (CPM), Tax, and Longview Analytics (Analytics).

Courses are color coded in this guide to identify the Longview area:





## Longview CPM eLearning Library

### Who should take this course?

This on-demand, interactive collection of hundreds of targeted learning modules is designed for Longview System Administrators, Analysts, and other users of the Longview system.

### You will learn about...

- Introduction to Longview
- Consolidation
- Expanding and Collapsing Symbols
- Home Page
- Longview Performance Manager
- Queries in A&R
- Creating Reports
- Running Templates and Batches
- Report Viewer
- Workflow
- Input for Contributors
- Web Input
- Input Apps in Longview 7.3
- Data Tables in Longview 7.3
- Longview for Excel
- Foreign Exchange
- Intercompany
- Journal Entries
- Symbol Selector
- Longview Add-In for Office
- Longview Component Manager
- Longview Application Administrator
- User and Group Maintenance
- Symbols
- Symbol Access Maintenance
- Attribute Maintenance
- Schedule Maintenance
- Intercompany
- Foreign Exchange
- Importing Data (in Desktop)
- Longview Server Manager
- Longview Server Rules
- Longview Analysis & Reporting
- Longview Input
- Input Apps for Longview 7.3 (for System Administrators)
- Longview Dashboard Designer
- Longview Workflow Designer
- Longview Designer
- Longview Mappings
- Longview Data Imports
- Longview Performance Manager (for System Administrators)

### Course Details

#### Duration

1 year access

#### Materials Provided

Access to eLearning modules

#### Delivery Method



Hands-On: **60%**

### Annual Subscription

Users (up to)	Cost (USD/CAN)
10	\$3,500
25	\$6,000
50	\$8,500
100	\$12,500
200	\$20,000

For additional user subscription pricing, contact: [learning@longview.com](mailto:learning@longview.com)

## Longview Analyst

**Course Code:** LVCPMAN71

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who will be end users working with the Longview application.

### You will learn about...

- The features and capabilities of the software, and the procedures required to perform standard end user tasks.
- Performing base data and schedule data queries.
- Creating and formatting reports.
- Inputting, submitting, and importing data.
- Navigating and launching web reports and input apps from the Performance Manager.
- Creating data queries and reports using Longview Add-in-for Office.

### Agenda

#### Day 1

- Longview Fundamentals
- Navigating the Performance Manager
- Using Report Viewer
- Inputting Data using Input Apps, Web Input Templates, and Data Import Apps
- Understanding and using the Longview Workflow Approval Process
- Using Longview Administrative Tools

#### Day 2

- Running Queries and Creating Reports with Longview Analysis & Reporting
- Running Queries and Creating Reports with Longview Add-In for Office
- Working with Longview Schedules
- Using Longview Journal Entries
- Understanding Longview Foreign Exchange

### Course Details

#### Duration

Two days (9am - 5pm)

#### Materials Provided

Resource and Task Guide

#### Delivery Method



**CPE Credits: 14.5**  
**Hands-On: 60%**

#### Pre-Requisites

- Familiarity with Finance Principles
- Basic knowledge of Microsoft Excel

#### Fees

Location	Cost
Longview	\$1400/person
UK	£1120/person
EUR	€1320/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview Application Administrator

**Course Code:** LVCPMADMIN71

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who will be functional administrators of the Longview application.

### You will learn about...

- Adding or editing symbols, and users; assigning users to groups, and maintaining user and system security settings
- Differentiating between Symbol, User, and System Attributes, and applying attribute values where applicable in the application
- Configuring Foreign Exchange and maintaining translation settings
- Building and publishing report templates and input templates
- Performing data imports
- Displaying desired data and information to user groups
- Running restatements, retrieving monitor files, and stopping and starting servers
- Defining data areas, assigning Owners and Approvers, and deploying Approval Workflow processes

### Agenda

#### Day 1

- Symbol Maintenance, Symbol Theory, Naming Conventions, Hierarchies, and Dimensions
- Setting Symbol Properties
- User Maintenance
- Symbol Access Rules
- Create Users & Groups, and Security

#### Day 2

- Schedule Definition
- Create and Modify Schedule Definition & Dimensions
- Longview Input, and Longview Analysis & Reporting
- Importing Data
- Server Rules
- Workflow Designer

### Course Details

#### Duration

Two days (9am - 5pm)

#### Materials Provided

Resource and Task Guide

#### Delivery Method



**CPE Credits: 14.5**

**Hands-On: 60%**

#### Pre-Requisites

- Successful completion of the Longview Analyst course
- Familiarity with Finance Principles
- Basic knowledge of Microsoft Excel

#### Fees

Location	Cost
Longview	\$1400/person
UK	£1120/person
EUR	€1320/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day



## Longview Implementer

**Course Code:** LVCPMIMP71

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who are actively participating in the implementation of the Longview application. This course builds directly on the concepts and tasks taught in the Longview Application Administrator class.

### You will learn about...

- Taking a post-launch database and building an application
- Creating users and groups
- Building hierarchy import files
- Configuring foreign exchange
- Importing data using Longview Application Framework
- Building and publishing Longview Reports & Input Templates

### Agenda

#### Day 1

- Create Administrator Users
- Design Hierarchies
- Configure REC and PAC/YTD Settings
- Configure Journal Entries
- Configure Foreign Exchange

#### Day 2

- Import Foreign Exchange Rates
- Create Schedules
- Configure Intercompany Eliminations
- Configure Server Rules
- Import Data
- Import Mapped Data

#### Day 3

- Configure Platform Security
- Configure Attributes
- Build Templates
- Configure a Custom Longview Process

#### Day 4

- Configure Approval Workflow
- Configure Dashboards
- Test Database
- Review
- Final Exam

### Course Details

#### Duration

Four days (9am - 5pm)

#### Materials Provided

Resource and Task Guide

#### Delivery Method



**CPE Credits: 30**  
**Hands-On: 75%**

#### Pre-Requisites

- Successful completion of the Longview Application Administrator course

#### Fees

Location	Cost
Longview	\$2800/person
UK	£2240/person
EUR	€2640/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview Application Framework

**Course Code:** LVCPMAF71

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who wish to gain exposure to using command-line application to execute administrative activities.

### You will learn about...

- The Application Framework syntax through various hands-on programming exercises
- Defining and utilizing Symbol Specifications to improve flexibility and maintenance efforts in logic codes
- Coding customized Procedure documents, given a set of logic requirements
- DataSpec, Model, and Bridge documents – invoked by Procedure documents
- Creating and defining Data Event Rules
- Advanced commands and debugging practices

### Agenda

#### Day 1

- Introduction to Application Framework
- Understanding Longview Symbol Specification
- Syntax Formatting Standards
- Coding Procedure Commands & Functions

#### Day 2

- Build Dataspecs Documents
- Code Models Documents
- Develop Bridge Documents

#### Day 3

- Creating Data Event Rules
- Advanced Topics

#### Day 4

- Project

### Course Details

#### Duration

Four days (9am - 5pm)

#### Materials Provided

Resource and Task Guide

#### Delivery Method



**CPE Credits: 30**

**Hands-On: 60%**

#### Pre-Requisites

- Successful completion of Longview Application Administrator course
- Coding experience is recommended but not required

#### Fees

Location	Cost
Longview	\$2800/person
UK	£2240/person
EUR	€2640/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5)	\$4,500/day

## Longview Application Framework with Introduction to Smart Client

**Course Code:** LVCPMAFSC71

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who wish to gain exposure to using command-line application to execute administrative activities, as well as individuals who are responsible for the development of Longview Applications using the Longview Smart Client technology.

### You will learn about...

#### Application Framework

- The Application Framework syntax through various hands-on programming exercises
- Defining and utilizing Symbol Specifications to improve flexibility and maintenance efforts in logic codes
- Coding customized Procedure documents, given a set of logic requirements
- DataSpec, Model, and Bridge documents – invoked by Procedure documents
- Creating and defining Data Event Rules
- Advanced commands and debugging practices

#### Smart Client

- Setting up a Longview App
- Adding a symbol selector on an HTML form utilizing variable values in Application Framework
- Displaying Data Grids via a button click action in an HTML form
- Creating toolbar and context sensitive menus
- Calling models and procedures from within a Data Grid
- Importing data via a file into a Data Grid
- Formatting and adding Tabbed Data Grids
- Longview's JavaScript library for Smart Client

### Course Details

#### Duration

Five days (9am - 5pm)

#### Materials Provided

Resource and Task Guide

#### Delivery Method



**CPE Credits: 40**

**Hands-On: 60%**

#### Pre-Requisites

- Successful completion of the Longview Application Administrator course
- Coding experience is recommended but not required

#### Fees

Location	Cost
Longview	\$3500/person
UK	£2800/person
EUR	€3300/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Agenda

### Day 1

- Introduction to Application Framework
- Understanding Longview symbol specification
- Syntax formatting standards
- Coding procedure commands & functions

### Day 2

- Building Dataspec documents
- Coding Models documents

### Day 3

- Developing bridge documents
- Creating Data Event Rules
- Advanced topics

### Day 4

- Introduction to Longview Smart Client
- Setting Up Your Longview App, History files, and Variables
- Adding a Symbol Selector on an HTML form
- Displaying a Data Grid
- Enhancing Your Data Grid
- Importing Data from a file

### Day 5

- Defining models, context sensitive menus, and conditional displays in a Data Grid
- Including tabbed Data Grids
- Exporting contents of a Data Grid to Excel
- Introduction to Longview's JavaScript Library
- Project

## Longview Smart Client

**Course Code:** LVCPMSC71

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who are responsible for the development of Longview Applications using the Longview Smart Client technology.

### You will learn about...

- Launching an HTML page from within a procedure with symbol selectors, input boxes, value fields, etc.
- Pre-filling/pre-selecting fields on a Longview form with variable values in Application Framework
- Outputting a history file for debugging
- Displaying feedback alerts
- Displaying DataGrids via a button click action in a Longview form
- Running models before displaying a DataGrid
- Creating toolbar and context sensitive menus
- Calling models and procedure from within a DataGrid
- Uploading data in a DataGrid
- Displaying supplementary DataGrids
- Import data via a file into a DataGrid
- Displaying tabbed DataGrids
- Launching data tables from a DataGrid

### Agenda

#### Part I - Introduction to Longview Smart Client Apps

- Introduction to Longview Smart Client
- Configuring a Longview App
- Defining history files
- Launching a Longview form for user input with symbol selectors, input boxes, value fields, etc
- Defining and using variables between Application Framework and an HTML form
- Displaying DataGrids

### Course Details

#### Duration

Three half days (10am – 2pm)

#### Materials Provided

Resource and Task Guide

#### Delivery Method



**CPE Credits: 11**  
**Hands-On: 80%**

#### Pre-Requisites

- Successful completion of Longview Application Framework

#### Fees

Location	Cost
Longview	\$1400/person
UK	£1120/person
EUR	€1320/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## **Part II - Enhancing the Data Grid**

- Adding separators in a Data Grid
- Defining symbols in Default View
- Defining the default level of detail in a Data Grid
- Formatting Data Grids for symbol names and descriptions
- Adding Slice dimensions
- Importing data into a Data Grid via a user file selection
- Adding Models for calculations
- Applying dynamic modeling
- Protecting Cells
- Adding Toolbar and context sensitive menu options
- Applying conditional cell styles to Data Grids
- Applying a filter to the data within the Data Grid
- Applying Tabbed Data Grids
- Adding Export to Excel functionality
- Applying Input validation
- Launching data tables from a Data Grid

## **Part III - Building a Longview App**

- Building a Longview App Project using the functions and commands covered in the previous two sections



## LVIS for Longview: Administration

**Course Code:** LVLVIS

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who are administrators of LVIS, those who monitor or design LVIS integrations, as well as end-users.

### You will learn about...

- Artifacts – the building blocks of an Integration
- Monitoring Integrations
- Deployment of Integrations
- The administration of Actian
- Macros

### Agenda

- Using Actian Data Integrator
- Software Development Life Cycle
- Manager Application
- Integrations
- Scheduling
- Monitoring
- Logging and Reporting
- Macros and Macrosets
- User Maintenance
- Web Services
- Troubleshooting

### Course Details

#### Duration

Two days (9am – 5pm)

#### Materials Provided

Resource and Task Guide

#### Delivery Method



**CPE Credits: 14.5**

**Hands-On: 50%**

#### Pre-Requisites

- Successful completion of Longview Analyst

#### Fees

Location	Cost
Longview	\$1400/person
UK	£1120/person
EUR	€1320/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview 7 Administrator Upgrade

**Course Code:** LVCPMUP71

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who administer the Longview 7 application and are upgrading to a newer version of Longview 7. Students should be familiar with the administration and maintenance of an earlier release of the Longview 7 application.

### You will learn about...

- Adding or editing symbols, and users; assigning users to groups, and maintaining user and system security settings
- Differentiating between Symbol, User and System Attributes, and applying attribute values where applicable in the application
- Segregating administrators based on areas of data
- Administering your system using Longview Application Administrator

### Agenda

#### Day 1

- Summary of the Platform Enhancements
- Overview of Performance Improvements
- Using Performance Manager
- New End-User Features
- Overview of Longview Add-In for Office
- Maintenance and Administration using the new Longview 7 tools

### Course Details

#### Duration

One day (9am - 5pm)

#### Materials Provided

Resource and Task Guide

#### Delivery Method



**CPE Credits: 7**

**Hands-On: 60%**

#### Pre-Requisites

- Successful completion of the Longview System Administrator course
- Basic knowledge of Microsoft Excel

#### Fees

Location	Cost
Longview	\$700/person
UK	£560/person
EUR	€660/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day



## Longview Add-In for Office

**Course Code:** LVXL71

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who want to work with their Longview data within Microsoft Excel.

### You will learn about...

- The different types of queries in the Longview database and how to perform them
- Submitting data from an Excel workbook
- Using features, such as combo boxes, with Longview data to improve usability of your Excel workbooks
- Improving the formatting of your data queries by using built-in Longview cell styling

### Agenda

#### Day 1

- Data Queries
- Longview Cell Styles
- Symbol Queries
- Attribute Queries

#### Day 2

- Longview Add-In for Office Functions
- Cell-Triggered Symbol Selectors
- Submitting Data

#### Day 3

- Excel Combo boxes
- Longview Add-In for Office Projects

### Course Details

#### Duration

Three half days (10am – 2pm)

#### Materials Provided

Resource and Task Guide

#### Delivery Method



**CPE Credits: 11**

**Hands-On: 60%**

#### Pre-Requisites

- Successful completion of the Longview Analyst course
- Basic knowledge of Microsoft Excel

#### Fees

Location	Cost
Longview	\$1400/person
UK	£1120/person
EUR	€1320/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview Tax eLearning Library

### Who should take this course?

This on-demand, interactive collection of hundreds of targeted learning modules is designed for Longview Tax System Administrators, End Users, and other users of the Longview Tax system.

### You will learn about...

- Longview Tax Introduction
- Modifying Display Details in Input Apps and Reports
- Longview Input Apps
- Longview Analysis and Reporting
- Administrative Settings Reports
- Calculation Reference Reports
- National Annual Provision Process
- Regional Actual Provision Process
- National Interim Provision Process
- Regional Interim Provision Process
- Longview for Excel
- Longview Add-In for Office
- Longview Tax Admin Introduction
- System Settings
- The Entities Editor
- The Net Income before Tax Editor
- The Book-Tax Difference Editor
- The Current and Deferred Tax Editor
- The Tax Account Roll Forward Data Transfer Editor
- The Interim Accounts Editor
- Entity and Account Settings
- Currencies Editor and Foreign Exchange
- Longview Tax Information Distribution
- Locks and User Submissions
- Users and Groups
- Loader Files
- Loading Trial Balance Data
- NIBT Adjustment Accounts
- Tax Calculations
- Events
- Events Status
- Log, History, and Error Files
- Symbol Maintenance
- Longview Analysis and Reporting
- Creating Reports
- System Rollover
- Server Manager

### Course Details

#### Duration

1 year access

#### Materials Provided

Access to eLearning modules

#### Delivery Method



Hands-On: **60%**

#### Annual Subscription

Users (up to)	Cost (USD/CAN)
1-2	\$1500
3-5	\$3000
6-10	\$4000

For additional user subscription pricing, contact: [learning@longview.com](mailto:learning@longview.com)

## Longview Tax Analyst

**Course Code:** LVTAXAN71

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who will be performing a Tax Provision using the Longview Tax solution.

### You will learn about...

- The features and capabilities of Longview Tax
- The functionality included in the standard "out of the box" product
- About ABC Company's Annual Provision from A to Z
- How to prepare the system for next year's tax provision

### Agenda

#### Day 1

- Longview Tax Concepts
- Tax Dashboard
- Input Apps
- Annual Provision Process
- Longview Reporting
- Longview Add-in for Office

### Course Details

#### Duration

One day (9am - 5pm)

#### Materials Provided

Resource and Task Guide

#### Delivery Method



CPE Credits: **7**

Hands-On: **60%**

#### Pre-Requisites

- none

#### Fees

Location	Cost
Longview	\$700/person
UK	£560/person
EUR	€660/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview Tax Administrator

**Course Code:** LVTAXADMIN71

**Program Level:** Intermediate

### Who should take this course?

This course is designed for Longview Tax users who will be participating in a Longview Tax implementation project and maintaining the Tax application.

### You will learn about...

- The administrative features and capabilities of Longview Tax
- Using the Longview Tax Client
- Maintaining your Longview Tax application
- How to prepare the system for next year's Tax provision

### Agenda

#### Day 1

- Navigating Longview Tax
- Application Administrator
- Tax Entity Maintenance
- User and Group Maintenance
- Account Maintenance
- Currency Maintenance

#### Day 2

- Reporting
- Input
- Using Longview Add-In for Office
- Dashboard Maintenance
- Workflow Maintenance
- Monitoring the System

### Course Details

#### Duration

Two days (9am - 5pm)

#### Materials

Resource and Task Guide

#### Delivery Method



**CPE Credits: 14.5**

**Hands-On: 60%**

#### Pre-Requisites

- Completion of Longview Tax Analyst
- Familiarity with Finance Principles
- Basic knowledge of Microsoft Excel

#### Fees

Location	Cost
Longview	\$1400/person
UK	£1120/person
EUR	€1320/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview Analytics eLearning Library

### Who should take this course?

This on-demand, interactive collection of targeted learning modules is designed for all users on the use of Longview Analytics software for business intelligence, analysis, and planning applications. These learning modules are applicable for Power Users, project managers, application designers, and technical users.

### You will learn about...

- Company and product presentation
- Analytical requirements and the corresponding solutions
- Business analytics options
- Mobile and the DORA concept (“Design once, Run anywhere”)
- Components of the Enterprise Architecture and 3rd Party Integration
- Application Server
- Administration Console
- Application Designer
- Introduction of the Enterprise Help
- Creating a new application
- Working with toolbars
- Options for formatting and visualization
- Graphic design
- Use of administration and calculation formulas
- Creating new database connections for OLAP and ODBC databases
- Creating customized applications meeting individual company requirements.
- Specific exercises to create dynamic, easy to maintain Enterprise applications based on OLAP and ODBC databases
- Designing customized reports meeting individual company requirements
- Specific exercises based on OLAP and ODBC databases
- Designing customized reports meeting individual company requirements
- Specific exercises based on OLAP and ODBC databases
- How to create informative applications for different devices in a comprehensive, efficient, and target group driven manner
- An introduction in the HICHERT@SUCCESS design rules and HICHERT@IBCS Standards

### Course Details

#### Duration

1 year access

#### Materials Provided

Access to eLearning modules

#### Delivery Method



Hands-On: **60%**

#### Annual Subscription

Users (up to)	Cost (USD/CAN)
10	\$3,500
25	\$6,000
50	\$8,500
100	\$12,500
200	\$20,000

For additional user subscription pricing, contact: [learning@longview.com](mailto:learning@longview.com)

## Longview Analytics Introduction

**Course Code:** LVANALYTICSINTRO

**Program Level:** Intermediate

### Who should take this course?

This Introduction training course introduces you to Longview Analytics and how it can be used for business intelligence, analysis and planning applications. This course is applicable for Power Users, Project managers, Application Designers, and Technical Users.

### You will learn about...

- The Longview Analytics product offerings, including the Enterprise solution.
- How to create new database connections for OLAP and ODBC databases.
- Application Designer, Longview Analytics' development environment, which will help you build your applications and given an overview of the implementation requirements

### Agenda

#### Day 1

- Analytical requirements and the corresponding solutions
- Business analytics options
- Longview Analytics Mobile and the DORA concept ("Design once, Run anywhere")
- Longview Analytics Edge (Budgeting and Planning)
- Longview Analytics Engage (Self-service Longview Analytics platform)
- Longview Analytics Excel Analytics (Self-service Analytics)
- Application Framework
- Interfaces and Standards
- Requirements for the implementation of an enterprise-wide information system
- Components of Longview Analytics Enterprise
- Application Designer (Development environment)

### Course Details

#### Duration

Classroom: One day  
(9am - 5pm)

#### Materials Provided

Student Guide

#### Delivery Method



**CPE Credits: 7**  
**Hands-On: 60%**

#### Pre-Requisites

None

#### Fees:

Location	Cost
Longview	\$700/person
UK	£560/person
EUR	€660/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview Analytics Application Design I

**Course Code:** LVANALYTICSAD1

**Program Level:** Intermediate

### Who should take this course?

This course is designed for individuals who work with and support the Longview Analytics application. This course is applicable for Power Users, Project managers, Application Designers, and Technical Users.

### You will learn about...

- The skills to work with predefined applications and functions.
- How to support your applications to leverage information and work flows.

### Agenda

#### Day 1

- General Operator elements
- The application administration
- The Application Framework
- Planning Design
- Engage (Self-service Longview Analytics platform)
- Spotlight (Self-service)
- Excel Analytics

### Course Details

#### Duration

Classroom: One day  
(9am - 5pm)

#### Materials Provided

Student Guide

#### Delivery Method



**CPE Credits: 7**  
**Hands-On: 60%**

#### Pre-Requisites

Completion of Introduction to Longview Analytics course or Introduction modules in the eLearning Library

#### Fees:

Location	Cost
Longview	\$700/person
UK	£560/person
EUR	€660/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview Analytics Application Design II

**Course Code:** LVANALYTICSAD2

**Program Level:** Intermediate

### Who should take this course?

This course is designed for application designers and technical users.

### You will learn about...

- Creating customized applications meeting individual company requirements.
- Specific exercises to create dynamic, easy to maintain Enterprise applications based on OLAP and ODBC databases.

### Agenda

#### Day 1

- Comprehensive composition, system requirements, positioning, and technical introduction
- Advanced functionalities, e. g. time attributes, conditions, and hierarchies
- Usage of central layout conceptions and visual formatting
- Conceptions, development, provision, maintenance, and documentation of comprehensive Enterprise applications
- Use of administration and calculation formulas
- Creating and using libraries and the internal database
- Creating a starting page with navigation pane
- Creating and using central documents and central functions
- Functions Printing, Bookmarks, e-mail, Comments, and Excel-Export
- Best Practices

#### Day 2

- Excursion: Documentation options in documents and formulas
- Enterprise scripts and logs
- Creating and differentiating between ODBC and OLAP
- Creating a new application (application.apa)
- Providing multi-language applications
- Creating central filters
- Importing, updating, and deleting data sets with the help of the Application Designer
- Create input forms
- Create print layouts

### Course Details

#### Duration

Classroom: Two days  
(9am - 5pm)

#### Materials Provided

Student Guide

#### Delivery Method



Classroom

**CPE Credits: 14.5**

**Hands-On: 60%**

#### Pre-Requisites

Completion of Introduction to Longview Analytics course or Introduction modules in the eLearning Library

#### Fees:

Location	Cost
Longview	\$1400/person
UK	£1120/person
EUR	€1320/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day



# Longview Analytics Report Design I

**Course Code:** LVANALYTICSRD1

**Program Level:** Intermediate

### Who should take this course?

This course is designed for users who wish to design reports, such as Power Users, project managers, application designers, and technical users.

### You will learn about...

- Designing customized reports meeting individual company requirements.
- Specific exercises based on OLAP and ODBC databases.

### Agenda

#### Day 1

- Creating a new application (application.apa)
- Advanced functionalities, e. g. time attributes, conditions, and hierarchies
- Use of central layout concepts and visual formatting
- Conceptions, development, provision, maintenance, and documentation of comprehensive Enterprise applications
- Use of administration and calculation formulas, libraries, internal database, and central documents

#### Day 2

- Use of central functions such as Printing, bookmarking, e-mailing, commenting, Excel export
- Best Practice
- Documentation options in documents and formulas
- Filter options
- Multiple graphical types
- Entering menu administered comments

### Course Details

#### Duration

Classroom: Two days  
(9am - 5pm)

#### Materials Provided

Student Guide

#### Delivery Method



**CPE Credits: 14.5**  
**Hands-On: 60%**

#### Pre-Requisites

Completion of Introduction to Longview Analytics course or Introduction modules in the eLearning Library

#### Fees:

Location	Cost
Longview	\$1400/person
UK	£1120/person
EUR	€1320/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview Analytics Report Design II

**Course Code:** LVANALYTICSRD2

**Program Level:** Intermediate

### Who should take this course?

This course is designed for user who wish to design reports, such as Power Users, project managers, application designers and technical users.

### You will learn about...

- Designing customized reports meeting individual company requirements.
- Specific exercises based on OLAP and ODBC databases.

### Agenda

#### Day 1

- Creating a new application (application.apa)
- Advanced functionalities, e.g. time attributes, conditions, and hierarchies
- Use of central layout concepts and visual formatting
- Conceptions, development, provision, maintenance, and documentation of comprehensive Enterprise applications
- Use of administration and calculation formulas, libraries, the internal database, and central documents
- Use of central functions such as Printing, bookmarking, e-mailing, commenting, and Excel export
- Best Practices
- Documentation options in documents and formulas
- Filter options
- Multiple graphical types

#### Day 2

- Checkboxes with advanced graphic functionalities to select data sets
- Drill-down documents
- Dynamic color setting in graphics and other Enterprise objects
- Entering menu administered comments
- Combining portfolio charts
- KPI variables in portfolio charts
- Drill-down in charts
- Data validation after entering data
- Combining multiple data sources
- Traffic light functions

### Course Details

#### Duration

Classroom: Two days  
(9am - 5pm)

#### Materials Provided

Student Guide

#### Delivery Method



**CPE Credits: 14.5**

**Hands-On: 60%**

#### Pre-Requisites

Completion of Introduction to Longview Analytics course or Introduction modules in the eLearning Library

#### Fees:

Location	Cost
Longview	\$1400/person
UK	£1120/person
EUR	€1320/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview Analytics Information Design

**Course Code:** LVANALYTICSID

**Program Level:** Intermediate

### Who should take this course?

This course is designed for users who wish to create informative applications for difference devices, such as Power Users, project managers, application designers, and technical users.

### You will learn about...

- How to create informative applications for different devices in a comprehensive, efficient, and target group driven manner.
- An introduction in the HICHERT@SUCCESS design rules and HICHERT@IBCS Standards.

### Agenda

#### Day 1

- Creating a new application (application.apa)
- Advanced functionalities, e. g. time attributes, conditions, and hierarchies
- Usage of central layout conceptions and visual formattings
- Conceptions, development, provision, maintenance, and documentation of comprehensive Enterprise applications
- Use of administration and calculation formulas
- Use of libraries
- Use of the internal database
- Use of central documents
- Use of central functions such as printing, bookmarking, e-mailing, commenting, and Excel export

#### Day 2

- Best Practice
- Documentation options in documents and formulas
- Filter options
- Multiple graphical types
- Entering menu administered comments
- Advanced reporting
- Visualization of a project progress
- *Responsive Design* with the *DORA* conception (Design Once, Run Anywhere)
- HICHERT@SUCCESS design rules
- HICHERT@IBCS standards

### Course Details

#### Duration

Classroom: Two days  
(9am - 5pm)

#### Materials Provided

Student Guide

#### Delivery Method



**CPE Credits: 14.5**

**Hands-On: 60%**

#### Pre-Requisites

Completion of Introduction to Longview Analytics course or Introduction modules in the eLearning Library

#### Fees Classroom:

Location	Cost
UK	£1120/person
EUR	€1320/person
On Site (5 or less students)	\$3,500/day
On Site (more than 5 students)	\$4,500/day

## Longview Analytics Certification

**Course Code:** LVANALYTICSCERT

**Program Level:** Intermediate

### Who should take this certification?

Whether you are a partner or customer, after passing the exam, you can acquire the title “Certified Longview Analytics Consultant”. Through this certification, you can make sure that your developed solutions are always qualified, operated, and supervised.

The certification is valid until the next major release, at which point you will be required to pass another certification exam to maintain the title “Certified Longview Analytics Consultant”.

The passing grade is 60%.

### Agenda

- In the certification exam, participants apply the acquired knowledge from the training in a practical exercise.

### Course Details

#### Duration

Classroom: Half a day (9am – 1pm)

#### Pre-Requisites

Knowledge about the content from each course

#### Fees:

Location	Cost
UK	£560/person
EUR	€660/person