e-Learning best use

board

Sparking your business imagination

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1. Introduction

The rapid rate of change in the Technology industry produces an increasing need for training employees and new hires in the large organizations of today.

The Board eLearning platform at **https://education.board.com** can help Board Users, Consultants, Developers and Administrators tremendously by addressing their training needs **in an automated, centrally managed, time and cost-effective way.**

The scope of this document is to provide, based on the responsibilities associated with your job role, a guide informing you how to design your own learning curve by matching your goals with the contents of the Tutorial Catalog.

2. Documents contents

The Board Product Tutorial is library of courses for someone new to the Board Software that can take you through fundamental basic concepts right into real-world usage. It achieves this by demonstrating core tasks and features in Board itself. You'll not only gain new knowledge but cement that knowledge by seeing Board in action and being able to follow at a time and from a place most convenient for you.

The Tutorial collects five different Catalogues:

- **Administration and Optimisation**
  The course is for system administrations who would like to be self-sufficient in installing and administrating the Board Software solution. The fundamental concepts to install and configure Board are discussed. The course allows the learner to understand the fundamental mechanisms of a LAN or WAN architecture setup and of the architecture associated with Databases and Capsules. The course discusses hardware and software dimensioning, security maintenance, data access and licensing.

  The course is addressed to **Administrators and Developers**.

- **Database Modelling**
  The course is for developers who would like to become self-sufficient using Board to design, implement and maintain databases. The learner will learn the fundamental mechanisms of the database construction, data loading, error troubleshooting, security profiles management and all the operations needed to implement all aspects of the database entities, relationships and info-cubes. The training is based on the creation of a small application for sales reporting managing multiple data sources.

  The course is addressed to **Developers**.

- **Capsule Design**
  The course is intended for advanced users (or developers) who would like to proactively build data analysis and applications within Board The course introduces a recommended approach to using the Toolkit which and allows users to prepare their own applications (Capsules) through easy operations of parameterisation and assembly of the same screen objects. The course shows and describes the features useful for the creation of Board BI applications and covers features such as data-entry for the enablement of simulation and planning applications.

  The course is addressed to **Developers and Board Power Users**.

- **Procedure Engineering**
  A Board Procedure is a sequence of actions, enabling a broad range of tasks and functionality. The tutorials cover tasks such as updating a Board database, extracting or printing data, or tasks that process data. This may be from the simple calculation of new cubes to complex allocation procedures required in business modeling such as budget planning, forecasting and profitability models and simulations. The course offers an overview of common procedure actions and data-flows related to different business cases regarding production cycles, budgeting, accounting.

  The course is addressed to **Developers and Board Power Users**.

- **User Experience**
  User experience tutorials focuses on how to best use Board applications. It does not focus on the development techniques required to build them. The collection of the most popular and useful Board User features offers an insight in to Data Interaction and Self Service Analysis. Board Users may find inspiration from what they see and help them understand how they can promote the adoption of best practices in their application.

  The course is addressed to **Board Users**.

- **Web Experience**
  This catalogue in conceived to allow Board developers, administrators and user to acquire familiarity with the Web Client workspace, and to allow them understanding amazing features such as presentations, chatting and the cognitive space. Starting from Board 10.5 version, learners will also understand how to convert existing capsules, and how to create and manage new capsules. Last, but not least, a complete overview of the new Data Model Web designer is provided. This amazing feature is available only from Board 10.5 version.

  The course is addressed to **Board Developers, Administrators and Power Users**.

- **Cloud Management**
  The course is intended for Administrators and Developers and aims to give a better understanding of how the Cloud activation process works, and which are the actions required (showed in a step by step tutorial) to successfully complete this process. In addition learners are provided with a full overview of the Cloud Administration Portal features, understanding how to best use them. Finally, the course focuses on how to share data through Cloud.

  The course is addressed to **Board Developers and Administrators**.

It's recommended that those catalogs detailed above are considered as a "must watch" for any Board professional user or developer. Additionally, there are also three Containers which intend to enrich these catalogues

- **by providing business context (known as 'Business Case') to help demonstrate some features or techniques,**
- **or giving an in-depth insight to the main topic (known as 'Crumbs').**
- **by allowing people that are new to Board to do some practice on how to create a Board Database, and how to work with capsules.**

3. Tutorial Storytelling

Each video-tutorial belonging to those Catalogues detailed in section 2 above are known as TTAs. TTA stand for Theoretic Training Assets and are the bricks of any Learning Management System.

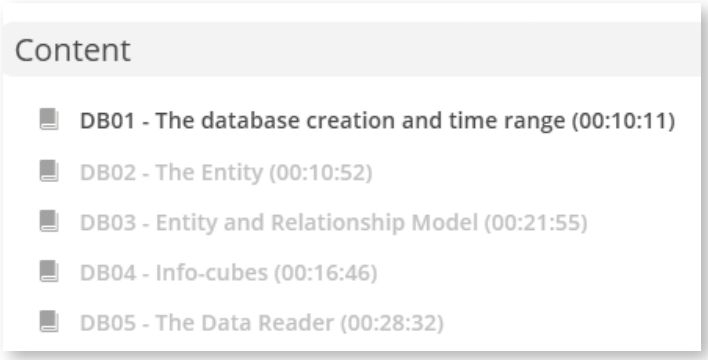
The e-Learning Board TTAs are SCORM complaint; SCORM is a set of technical standards for e-learning software products. It is the de facto industry standard for e-learning interoperability. Specifically, SCORM governs how online learning content and Learning Management Systems (LMSs) communicate with each other.

This provides the ability to track your progress, define goals, and map your TTAs to your learning curve requirements.

Each Board TTA is split in to sub-sections. Some sections within these TTA's are recurrent thorough such as WHAT (you are going to watch), WHY (for what reason this is important and which benefits it can bring) and HOW (this can be implemented within Board).

Some are tailored on specific Content. The tutorial describing the Board Excel add-in for example is split by 'Excel-like features', 'Data Entry with Excel', 'Add-In formulas' and 'VB Script integration'.

When you watch a TTA you can jump from Paragraph to Paragraph or enjoy the whole film. But, within the same Catalog (e.g. Database Modelling) you can't jump from TTA to TTA since, very often, the information in the former is a prerequisite for the latter. For example, it's useless watching the 'Entity and Relationship' tutorial if you skipped the 'Entity' Tutorial.

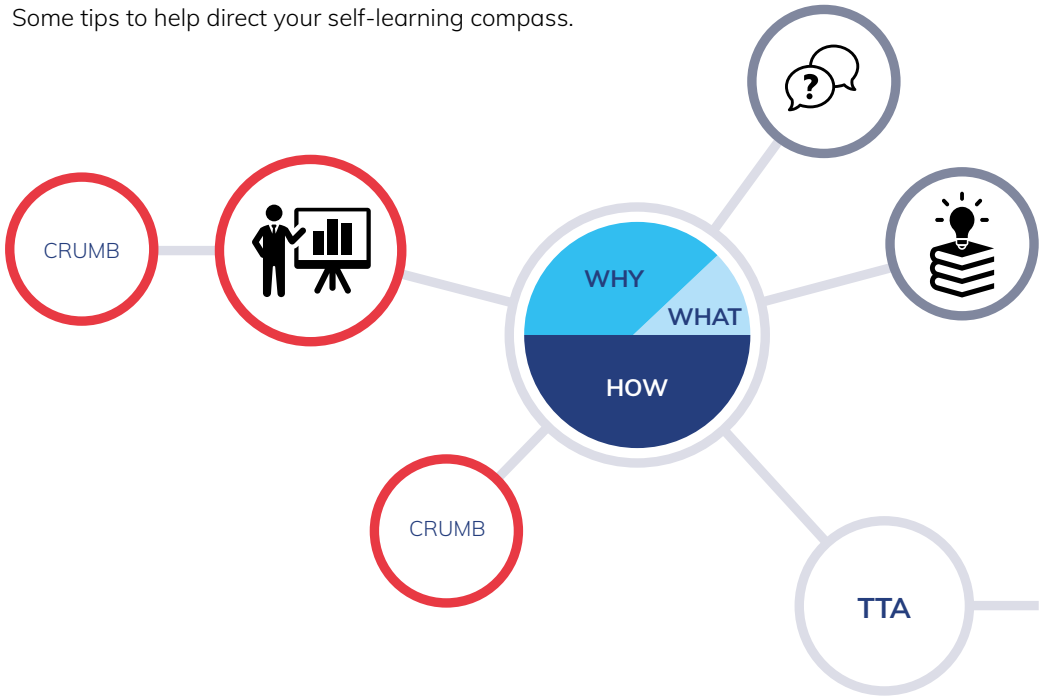


It's easy to see such dependencies as the hyperlinks to specific videos is activated only at the point the proceeding videos are completed the courses in the right order.

For that reason, navigating within a specific Catalogue the course path is firmly driven.

This isn't the case when you're in a TTA however. By design the TTA is an element of the Tutorial Network that can potentially be extremely wide.

Some tips to help direct your self-learning compass.



A TTA doesn't replace the on-line help. It creates the right business and technical context to explain a Board feature and how to use and combine it with other features to develop and use a Board Application. A TTA has a strong product focus but sometimes may not definitively answer specific business requirement.

Therefore, sometimes links are made available in a YouTube-like manner, to expand your awareness about how to best use it for real life Business Cases. In such links you can find inspiration and solutions to real life problems. You don't have necessarily to watch them to understand how to use a Board feature. If you aim is rapid training you can skip them. A TTA can take some time to complete.

This can become a large constrain for some of the bigger, more complex topics. If you need more detail you can then it's possible to watch more advanced topics. If you are looking for a precise answer about a specific question the Crumbs are for you. It may be that you never need to access any of the Crumb material or you may find that it is only within a Crumb you find the information you need. Crumbs are to be used as and when you require them. Watch them only if you need.

Finally, a TTA is a container responsible for housing information upon a specific topic. Links to extra resources such as the Board Wikis and the on-line Help webpages are also available. Head there if you require a more specific narrative of the feature or troubleshooting tips.

4. Where to start from?

We have discussed how the structured driven learning paths exist within a Catalogue. Some suggestions have also been given about how to gradually approach Business Cases and Crumbs. Now let's try to identify some paths tailored upon some Job Role samples.

4.1 The Board newbie Developer

1 Start from the first two Tutorials of the Administration Catalog. When your Board Client is up and running, download some samples from the Boardville Wikis and walk through the Application Screens. If you're working on Cloud, jump to the Cloud Tutorials and understand how the Cloud environment works.

2 While doing this enjoy the TTAs of the User Experience Catalog. Navigate the data at your fingertips and familiarize with the Workspace.

1 It's time to move on to the Database Modelling Catalogue. Narrow your search to those "must watch" videos. Do and re-do a couple of times, alternating tutorials and simple exercises. If you are working with the full web Client, have a dive into the look and feel of the new Data Model Web designer. It is also important to understand how to share data through Cloud.

3 Before digging into the Business Cases have a look at the first tutorials of the Capsule Design, both in the Client and Web versions. It's likely at this stage you will come to realise Board development life is much more advanced and interesting than expected. Don't expect to understand everything, diversions on unexplored TTA are likely to happen in most of the Business Cases.

4 Now you have the foundations to watch the Capsule Design video-set. A full immersion is not mandatory however, leave the "Data-Entry" for the next round: it's a different challenge and you make take some time to get the Capsule paradigm first.

5 When you believe are ready (or need) explore the Data-Entry tutorials. They are very connected with the Procedure tutorials so you will be "naturally" driven to have a look at them too.

6 Focus on the Data-Flow tutorial 7 and leave the others 8 for later. Doing some practicing at this stage is mandatory.

Finally complete your knowledge with the other Admin tutorials (Security's is mandatory). Optimization Tutorial are interesting as well, but leave them after some training on the JobTutorial are interesting as well, but leave them after some training on the Job.

User's Experience

2
- Login and the workspace
- Slicing (The Select)
- Dicing (The Drill)

- Print and Export
- Self Service Analysis
- The MS-Excel Add-in

Administration

1
- Installation and Configuration
- Design your Architecture

- Database maintenance and optimization
- The Security Model
- Procedure Optimization
- All about Board Logs
- The App Localization

Database Modelling

3
- The database creation and time range
- The Entity
- Entity and Relationship Model
- Info-cubes
- The Data Reader
- The Dual Engine ans near real-time reporting
- The Rules

Capsule Design

4
- Working with Capsules
- Working with Screens
- Reporting with the Dataview
- How to apply the Time Functions

5
- The Report Format Layers
- Buttons and Labels
- Select Facilities
- The Chart Story
- The Cockpits
- The Containers

6
- The Data Entry
- The Item Entry
- Report Automation and Broadcasting
- The NEXEL

Procedure Engineering

7
- Working with Procedures
- The computation Part I
- The computation Part II

8
- Selection and Procedure
- Update your Data: the Data-Read and Extract commands

Web Experience

- The Web Experience

4
- Editing the Capsules

3
- The Data Model web Designer

- The System Administration
- Reporting in the Web

Cloud Management

1
- Cloud activation process
- Cloud Administration Portal

3
- Data Connection

The Board newbie Developer

4.2 The Board Administrator

1 Start from the first two Tutorials of the Administration Catalogue. When your Board Client is up and running, download some samples from the Boardville Wikis and walk through the Application Screens. If you're working on Cloud, jump to the Cloud Tutorials and understand how the Cloud environment works.

2 These tutorials will help to clarify the perception users have of the Board platform.

3 Even if you don't necessary develop it's extremely useful for you to have an understanding of the bricks and foundations of the Board Database and the Web Data Model Editor. Explore its Catalogue, narrow your exploration to those videos you believe are the "must watch".

4 Next, it's important to understand the Capsule Paradigm.

2 5 6 Now you have all the elements to tackle the "Load the Data" topic. This will drive you across different TTAs and Crumbs spread in different catalog.

7 At this point go back to the Administration Catalogue. Here you should complete the Admin tutorial first and then navigate through the optimization tutorials. This will help you to talk with developers and troubleshoot

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Design your Architecture
7 Database maintenance and optimization
The Security Model
Procedure Optimization
All about Board Logs
The App Localization

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Capsule Design

4 Working with Capsules
Working with Screens
Reporting with the Dataview
How to apply the Time Functions
The Report Format Layers
Buttons and Labels
Select Facilities
The Chart Story
The Data Entry
The Item Entry
The Cockpits
The Containers
6 Report Automation and Broadcasting
The NEXEL

Procedure Engineering

5 Working with Procedures
The computation Part I
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6 Update your Data

Web Experience

2 The Web Experience
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The Board Administrator

4.3 The Board User

Depending if you are a Win or Web Client User start from the related tutorial in the User's Experience Catalogue 1, or in the Web Experience Catalogue

2 Next it's important to understand how to interact with data (regardless the Client you're using).

3 Whilst you doing this take some time to understand the Security model.

4 Even if you not assigned to Board development tasks, understanding the data-model bricks will be a big assistance in your self-service analysis and help you articulate any requests you may have for enhancements to your Board developers.

5 Next, focus on export & print, the edit layout possibilities and finally the benefit of the MS Excel add-in. In addition, have a look at the Web report course in the Web Experience catalogue.

6 If you are a Power User knowing the Capsule Paradigm is a must to watch. Gradually extend your knowledge to the entire Capsule Object Parade.

User's Experience

1. Login and the workspace
2. Slicing (The Select)
   - Dicing (The Drill)
5. Print and Export
   - Self Service Analysis
   - The MS-Excel Add-in

Administration

- Installation and Configuration
- Design your Architecture
- Database maintenance and optimization
3. The Security Model
   - Procedure Optimization
   - All about Board Logs
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   - Entity and Relationship Model
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- The Data Reader
- The Dual Engine ans near real-time reporting
- The Rules

Capsule Design

6. Working with Capsules
   - Working with Screens
   - Reporting with the Dataview
   - How to apply the Time Functions
- The Report Format Layers
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- Select Facilities
- The Chart Story
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Procedure Engineering

- Working with Procedures
- The computation Part I
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- Selection and
- Procedure
- Update your Data

Web Experience

1. The Web Experience
   - Editing the Capsules
   - The Data Model web Designer
   - The System Administration
5. Reporting in the Web

Cloud Management

- Cloud activation process
- Cloud Administration Portal
- Data Connection

The Board User

5. About Board

Board is the #1 decision-making platform. Founded in 1994, Board International has enabled people from more than 3,000 companies worldwide to have a transformative impact on their business by rapidly deploying Business Intelligence, Corporate Performance Management, and Predictive Analytics applications on a single unified platform.

Board allows companies to intuitively play and create with data to produce a single, accurate, and complete view of business information, gain actionable insights, and achieve full control of performance across the entire organization.

Thanks to the Board platform, global enterprises such as Coca-Cola, DHL, KPMG, Puma, Siemens, and ZF Group have deployed end-to-end decision-making applications at a fraction of the time and cost associated with traditional solutions.

Board International has 26 offices around the world and a global reseller network. Board has been implemented in over 100 countries.

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