

FYB DOCULINK ADVANCED



Course Duration

½ hour

Delivery Mode

Remote training session via Microsoft Teams

Training is delivered within your environment to contextualise the training to your setup and build version

The training session will be recorded and provided upon conclusion of training for your reference

Pre-requisites

Content Manager Introduction and Intermediate

Audience

Suitable for Content Manager Administrators, Content Manager Record Managers and whitelisted users.

This training course allows you to have up to a maximum of 10 trainees to attend.

Overview

This training course provides attendees with an understanding of how to maintain and how to use FYB's DocULink to upload linked documents into Content Manager and edit them while preserving the link between the records.

Attendees will learn how to administer and manage linked documents in Content Manager using DocULink.

Topics

This training course will cover the following:

- ▶ Customise the DocULink appearance
- ▶ Review and establish Record Types that can only be used for DocULink
- ▶ Upload linked documents into Content Manager using the DocULink web interface
- ▶ Check out multiple linked documents for editing using DocULink
- ▶ Check updated document revisions using DocULink

Please note that the provision of training materials or digital handouts are not included in the training. However, online help guides are available to reference and quotes for custom training materials can be provided upon request.

TO BOOK NOW [CLICK HERE](#) OR CALL 1800 392 392



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