



# FlowForma Academy

## Speed up your learning.

FlowForma BPM is designed to be configured by the people who understand your business needs. Business consultants, power users, business analysts are all examples of people who use our Flow Designer tool to quickly create complete solutions on the Microsoft<sup>®</sup> SharePoint<sup>®</sup> platform.

With FlowForma, we offer a range of training courses, as outlined below. Our aim is to get you and your end users up to speed as quickly and effectively as possible, allowing you to become fully self-sufficient.

### Course Options

#### FlowForma for BAs (Comprehensive)

##### Overview

The course covers basic architecture, user interface, rights and roles, step-by-step creation of flows, history, restore options, analysis and build of a processes, digital signatures, document generation, and reporting.

##### Delivery method

A mix of presentation/demo and practical exercises. Each attendee will be provided with a training site to work on throughout the course.

##### Audience

Business Analysts, technical Project Managers, process owners

##### Duration

2 days

#### FlowForma for BAs (Quick-Start)

##### Overview

The course covers basic architecture, user interface, rights and roles, step-by-step creation of flows, history, restore options, basic document generation, and basic reporting.

##### Delivery method

A mix of presentation/demo and practical exercises. Each attendee will be provided with a training site to work on throughout the course.

##### Audience

Business Analysts, technical Project Managers, process owners

##### Duration

1 day

## FlowForma Custom Workshop

### Overview

This is a practical workshop to start documenting and implementing your own processes, where attendees work in small groups.

Please note, it's important they know the detail of the process in advance.

### Delivery method

Workshop

### Audience

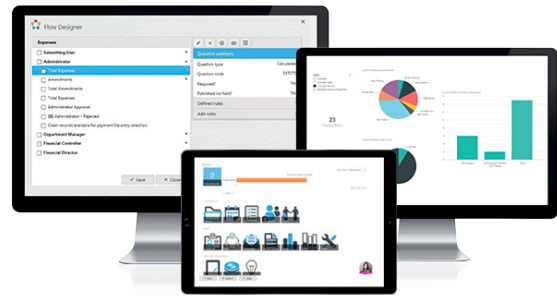
Business Analysts, technical Project Managers, process owners

### Duration

1-3 days

### Prerequisite

FlowForma for Business Analysts course



## FlowForma for End Users

### Overview

The course covers the importance of processes, the use of the implemented solution, as well as review and approve / reject options. This course is customised around your solution.

### Delivery method

Presentation/demo and practical exercises

### Audience

End users

### Duration

2 hours

## Who's using FlowForma?

From healthcare bodies to professional services companies, FlowForma has developed a strong customer base across Ireland, the UK, Europe and North America.

### FlowForma's customers include:



## About FlowForma

FlowForma, the leading provider of Business Process Management (BPM) tools for Microsoft Office 365<sup>®</sup> has been revolutionizing the traditional BPM space with an innovative approach to developing award winning BPM products that empower users to create and streamline processes smarter and faster, utilizing the familiar SharePoint platform, without any coding.

FlowForma is a Microsoft Partner, with over 110,000 users across Europe, North America and Asia.

The company is headquartered in Dublin with offices in London and Boston and is motivated by its values to innovate, evolve and achieve with employees, customers and partners.

For further information, visit [www.flowforma.com](http://www.flowforma.com)

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