

**CPE credit information & course schedule**

Please reference [www.cgi.com/forum2012](http://www.cgi.com/forum2012) for more details on session dates/times and registration.

Course name	Minor Release Upgrade Methodology and Best Practices
Course #	117
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Staying current with available releases is important to maintaining your organization's access to CGI maintenance services. It also allows you to take advantage of new features and functionality to support your business needs. This session focuses on the recommended upgrade methodology and best practices associated with planning and executing a streamlined, successful upgrade process. Topics include hardware planning, database upgrade approach, customizations, interfaces, forms and report migration. If you are thinking about or currently planning an upgrade for your current CGI Advantage 3.x release, you don't want to miss this session.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"><li>- List the key success factors for a successful upgrade.</li><li>- Describe the upgrade methodology for each of the project phases.</li></ul>
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Specialized Knowledge and Applications

Course name	Tips, Tricks, and Lessons Learned for a Successful Implementation of Employee Self Service
Course #	123
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	CGI Advantage Employee Self Service (ESS) enables employees to perform for themselves what they often call payroll or human resources to provide today. This session targets those sites that have not yet implemented ESS and provides a roadmap to a successful implementation. This will include a description of the configuration required, as well as a way to roll out ESS

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	features in a staggered schedule to ease benefit coordinator and employee training efforts. Tips, tricks and lessons learned from a successful client site implementation completed in 2010 will be presented.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Implement primary features of Employee Self Service.</li> <li>- Apply the steps to setup Employee Self Service reference table entries.</li> <li>- Apply the tips and tricks for reference table setup and ESS implementation.</li> </ul>
Pre-requisites	None
Program level	2 – Intermediate
CPE credits category	Personnel/HR

Course name	Budgeting: Beyond Budget Development
Course #	124
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Monitoring actual expenditures and comparisons to budgets throughout the fiscal year is a vital component of budgeting. This session describes how organizations are utilizing CGI Advantage Performance Budgeting for more than just budget development and identifies how to consolidate financial information, run scenarios and reforecast dollars to help you make more effective decisions. We will explore examples of how to leverage the application for budget adjustments and amendments, historical trend analysis throughout the year and much more.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Apply different methodologies for tracking and monitoring budget adjustments including how to handle spending authority changes and personnel adjustments, and how to monitor YTD actuals via dashboards.</li> <li>- Utilize forecasting and modeling concepts to estimate costs through the end of the year and to develop a quarterly or monthly analysis/forecast through year end.</li> </ul>

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Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Finance

Course name	Best Practices for Report Design and Development
Course #	125
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	CGI infoAdvantage provides users at all levels with real-time access to data in searchable online reports to quickly visualize key metrics and manage day-to-day operations. This session provides an opportunity to learn about report design and development best practices including how users overcame challenges and helpful suggestions for report implementation.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define design and development Best Practices for report development.</li> <li>- Apply tips and tricks for design and development of reports.</li> </ul>
Pre-requisites	None
Program level	2 – Intermediate
CPE credits category	Specialized Knowledge and Applications

Course name	Doing More with Less (Technology)
Course #	126
Duration in hours	1.0 hour
Onsite credits	1.0 credit



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Course description	In today's economic climate, state and local governments have very limited capital for investing in and maintaining ERP technologies. Governments are looking for ways to do more with less. This session identifies ways to save money on hardware through new platforms and virtualization, how to best leverage IT staff resources, options to eliminate night shifts by improving batch cycles and the role of IT staff in a Managed Advantage environment.
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Apply technology optimization concepts including virtualization, parallel processing, and tuning.</li> <li>- Define technologies and offerings supported by CGI to reduce costs and staffing requirements including use of virtualization, PB-in-a-box, and Accelerate.</li> <li>- Define functional and technical tuning possible in Advantage and how it can help reduce its costs.</li> </ul>
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Specialized Knowledge and Applications

Course name	Exploring Opportunities to Streamline Procurement
Course #	132
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	State and local governments are looking at ways to streamline their various procurement processes. This session will explore commonly underutilized features across CGI Advantage Procurement that you may want to consider to improve your procurement process.
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Define key capabilities of CGI Advantage Procurement.</li> <li>- Apply learning to integrate unused features to business processes.</li> </ul>
Pre-requisites	None

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Program level	4 – Overview
CPE credits category	Finance

Course name	Preparing Your Organization for CGI Advantage Manager Self Service
Course #	133
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	CGI Advantage Manager Self Service (MSS), available in Release 3.9, is a powerful tool to provide managers direct access to view and update employee information. This session provides an introduction to MSS implementation and helps you to determine a path to get started. Identify the primary decisions that need to be made and look at the tasks your organization needs to address prior to and during the implementation phase of MSS. In addition to these topics, we'll demo the setup that is necessary in CGI Advantage HRM to configure MSS. This session includes tips on how to best use the application and reviews some of the newest features of MSS including mobile timesheet and leave request approvals.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define Manager Self Service.</li> <li>- Apply learning to define and setup MSS options.</li> <li>- Apply learning to configure required documents, reference pages and workflow.</li> </ul>
Pre-requisites	None
Program level	1 – Basic
CPE credits category	Personnel/HR

Course name	Automating Processes with Budget Forms
Course #	134



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Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	As organizations deal with challenges like staff reductions and shrinking budgets, it is more important than ever to find ways to gain efficiencies and save valuable time. New features and functions provided in CGI Advantage Performance Budgeting Budget Forms make this easier than ever. This session provides client examples to show how Budget Forms can help you automate processes, consolidate information and simplify setup. Dynamic text handling, enhanced audit capabilities and new calculation options are just a few of the features reviewed during this session.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Apply Performance Budgeting Budget Form features to improve quality, cost efficiency, effectiveness and accountability of budget process.</li> <li>- Apply best practices for text versioning and auditing.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	Putting It All Together: Reporting Across Modules
Course #	135
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	With decision support data residing in multiple locations, state and local governments are challenged to obtain accurate and consistent information. Many are looking for solutions to consolidate data from multiple sources in a meaningful way. Decision making and decision monitoring can improve significantly when information is available in one place for analysis and comparison. CGI infoAdvantage provides the reporting solution for the CGI Advantage ERP components—Financial Management, Human Resource Management and Performance Budgeting. This session describes how infoAdvantage can be used to get a central view of data from these CGI

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	Advantage components.
Performance objectives	After completing this class the student will be able to apply reporting across CGI Advantage application modules to support decision making and monitoring.
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	Troubleshooting CGI Advantage
Course #	136
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Application administrators are not only responsible for managing the CGI Advantage application, but are also the first ones called when an end-user runs into an error. This session provides a demonstration on troubleshooting and resolving common technical application and configuration related problems such as null pointers, out of memory errors, certificate issues, exceptions, database errors and other technical issues. Learn the tools that are commonly used for identifying and resolving technical issues within CGI Advantage. This session benefits technical system administrators who deal with troubleshooting issues with the application.
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Define methodology and approach for troubleshooting CGI Advantage issues.</li> <li>- Apply useful troubleshooting tools.</li> <li>- Define the most common types of errors and how to approach troubleshooting for each.</li> <li>- Define the approach for analyzing the health of each application tier.</li> <li>- Define the approach for troubleshooting of batch jobs.</li> <li>- Define the approach to pinpoint performance issues.</li> </ul>
Pre-requisites	None

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Program level	1 – Basic
CPE credits category	Computer Science

Course name	Cafeteria Benefits in CGI Advantage Human Resource Management (HRM)
Course #	137
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Cafeteria benefits programs can provide significant cost savings to both employees and employers by allowing employees to pick from a "menu" of benefit options. HRM offers two baseline cafeteria benefit deduction programs. This session defines both programs and provides testimonials from clients who have successfully implemented the HRM cafeteria benefit deduction programs.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define the cafeteria programs offered in CGI Advantage HRM.</li> <li>- Apply learning to cafeteria program reference table setup and employee enrollment.</li> </ul>
Pre-requisites	None
Program level	1 – Basic
CPE credits category	Personnel/HR

Course name	Re-Thinking Your Comprehensive Annual Financial Reporting (CAFR)
Course #	141
Duration in hours	1.0 hour
Onsite credits	1.0 credit



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Course description	The CAFR module was introduced in Release 3.9. This module offers the ability to automate many of the CAFR statements and allows for the elimination of many of the external spreadsheets and systems that are used in statement preparation. This session prepares financial managers for implementation of the CAFR module. The emphasis is on CAFR planning becoming an integral part of year-end planning—facilitating a more streamlined end-to-end process. Planning early also allows organizations to address changes in reporting requirements such as GASB 54.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Apply learning to implementation of the CAFR module.</li> <li>- Define specific CAFR statements to be printed by implementing CAFR module.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Accounting (Governmental)

Course name	Manage Spend and Simplify Shopping with Electronic Catalogs
Course #	142
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	If you haven't rolled out the electronic catalog capabilities within CGI Advantage Procurement, or are only using the functionality on a limited basis, join us to learn how catalogs can help you manage spend, simplify shopping for casual users and provide consistent pricing/line item details for frequently ordered items. This session reviews the process of setting up and maintaining catalogs that are locally-maintained within CGI Advantage as well as the new PunchOut (vendor-hosted) catalog option introduced in Release 3.9. We will feature client examples and best practices for catalog content management and restricting catalog access.
Performance objectives	After completing this class the student will be able to apply concepts to implementation (or expanded utilization) of CGI Advantage Procurement Catalogs and PunchOut capabilities, including options to limit access to

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	catalogs and catalog content management.
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Finance

Course name	Capitalize on Your CGI Advantage Employee Self Service Investment
Course #	143
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	CGI Advantage Employee Self Service (ESS) reduces administrative and operation costs, increases employee satisfaction and provides more time for your HR staff to focus on strategic initiatives. This session provides details, including client examples and lessons learned, to maximize your use of CGI Advantage ESS. Learn how to generate PDF copies of check stubs, W-2's and W-4's, giving employees immediate access of these documents. Discuss options for providing employee access to review and update personal information to allow your staff to concentrate on other tasks.
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Define general processing including task-based workflow.</li> <li>- Define and implement payroll efficiencies within ESS including access to W4, W2, check stub and timesheet processing.</li> <li>- Define and implement HR efficiencies within ESS including access to name, emergency contact and address updates, social security number corrections, and license and certification entry.</li> <li>- Apply the concepts for measurement of ROI.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Personnel/HR

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Course name	Integrating Budget Information with Financials
Course #	144
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	The ability to make effective budget decisions is dependent on having accurate financial information ready and available. This session discusses how to successfully manage data to and from CGI Advantage Performance Budgeting and CGI Advantage Financial Management. Learn how new features included in Release 3.9 can help to streamline the data process flows—consolidating financial information and reducing time and effort.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Apply concepts of budget data information transfers between CGI Advantage Financial Management and CGI Advantage Performance Budgeting.</li> <li>- Apply best practices for updating actuals data for budget analysis.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	Drive Enterprise-Wide Visibility and Decision Making
Course #	145
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	CGI Enterprise Intelligence360™ delivers a powerful combination of industry-leading business intelligence (BI) tools and services to integrate disparate enterprise systems into a single, unified information system. The result is end-to-end information access that reduces the search for data and improves visibility into daily operations. Learn more about: <ul style="list-style-type: none"> <li>- Advanced analytics to accelerate decision making.</li> </ul>



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	<ul style="list-style-type: none"> <li>- Self-service for casual users that ask questions that will return "Google-like" search results from your BI content.</li> <li>- Mobile strategies to deliver information anytime, anywhere.</li> <li>- Growth strategies for key areas of government.</li> </ul>
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define key objectives of the Enterprise Intelligence360 program.</li> <li>- Identify business intelligence content that leverages Advantage and non-Advantage data.</li> <li>- Understand a use case that illustrates leveraging the broader toolset and access to non-Advantage ERP data to meet business needs.</li> </ul>
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Specialized Knowledge and Applications

Course name	Creating a Data Management Plan in CGI Advantage
Course #	146
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	This session describes data management in CGI Advantage, providing recommendations and best practices for our entire ERP suite of solutions. Attend to receive an overview of archiving, database compression, partitioning and information lifecycle management, as well as how to use enterprise content management and backup strategies.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define archiving, archiving strategies, benefits and future direction.</li> <li>- Define backup/restore strategies for both full and incremental backups, and how SAN can fit into the backup/restore strategy.</li> <li>- Define data compression and compression strategies.</li> <li>- Define the ECM approach and future direction.</li> <li>- Define partitioning and ILM.</li> </ul>
Pre-requisites	None

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Program level	3 – Advanced
CPE credits category	Computer Science

Course name	CGI Advantage is Live: Congratulations, What's Next?
Course #	211
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Your organization's priority business objectives typically drive what functionality is rolled out during your ERP implementation. Despite aspirations to leverage additional functionality after go-live, many capabilities are never implemented. This session presents an overview of underutilized features that would add value for many organizations, as well as how to prepare to implement new CGI Advantage components. Discussion focuses on the planning, timing, impacts and other considerations in implementing new system functionality after reaching steady-state.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define underutilized functionality with potential opportunities for implementation.</li> <li>- Define approach for implementation of new business processes post initial go-live.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	"We're Not in Kansas Anymore": The World of Accounts Payable Joins Vendor Self Service
Course #	212



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Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Vendor Self Service (VSS) has been greatly enhanced with new features and improvements introduced in Release 3.9. This session provides an overview of key VSS features in current and prior releases of VSS as well as planned future enhancements. In addition, this session provides potential strategies to deploy VSS for the first time or extend your current VSS offering.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define key capabilities in VSS releases 3.8 and 3.9.</li> <li>- Define key enhancements in VSS release 3.9.</li> <li>- Identify planned enhancements for release 3.10 and beyond.</li> <li>- Apply concepts to rollout of VSS.</li> </ul>
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Specialized Knowledge and Applications

Course name	Central Management Console Security in CGI infoAdvantage
Course #	215
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Security is always a challenging and exciting task for any project. This session provides techniques on how to use infoAdvantage security to better meet the needs of your users. This session includes several security topics such as: how to use report security; implementing object and class security for a Universe; and options to secure folders and reports for users.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define Central Management Console &amp; Document capabilities to secure unique folders, predefined document queries and duplicated static universes.</li> </ul>

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	<ul style="list-style-type: none"> <li>- Apply Universe &amp; Designer concepts to implement object-level restrictions, connection restrictions and row-level restrictions.</li> <li>- Apply Database concepts to restrict security table access.</li> </ul>
Pre-requisites	Business Objects Central Configuration Console familiarity is helpful but not required.
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	Benefits of Migrating to a Page Security Model
Course #	216
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	This technical session covers security topics based on the "Page Security" configuration approach—the default security model starting with CGI Advantage Release 3.9. Learn how to set up and use Page Security and maximize the benefits of the Page-based security model. This session also includes discussion on using multiple security mechanisms in combination to meet complex security requirements. Finally, for sites that are already in production, attend for an explanation on how to move from a Table-based security model to the Page-based security model.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define the "Page Security" model and how it may benefit a site.</li> <li>- Define how to set up "Page Security" in CGI Advantage.</li> <li>- Define how to migrate from the "Table Security" model to the "Page Security" model.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

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Course name	Increase the Return on Investment in Your CGI Advantage Solution: A Panel Discussion
Course #	221
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	As many within the CGI Advantage community must “tighten their belts” and do more with less, it’s useful to hear how others have already maximized their solution to accomplish organizational goals. Join our panel for a discussion on how their organizations increased efficiencies and improved cash flow by implementing system solutions and operational changes. All examples are from current releases (i.e. 3.9 and earlier)—meaning these improvement options could also help your organization maximize your current investment in CGI Advantage.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define concept of "Intercepts" and learn how to integrate intercepts into daily disbursement processing.</li> <li>- Apply Best Practices in Archiving to financial data retention policy.</li> <li>- Apply Best Practices in Discount Processing to payment scheduling policy.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	Minimizing Stock Levels through Inventory Replenishment
Course #	222
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Governments continue to face budget shortfalls and are looking for ways to reduce costs across the organization. One area to consider is reducing



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	inventory levels for just-in-time purchases. This session provides an overview of the inventory replenishment options available in CGI Advantage Inventory. Learn strategies and best practices for setting replenishment options and replenishing inventory across physical or virtual warehouses.
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Apply concepts of inventory replenishment to reduce inventory levels for just-in-time purchases.</li> <li>- Define the strategies and best practices for setting inventory replenishment options and for replenishing inventory across physical or virtual warehouses.</li> </ul>
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Production

Course name	Streamlining Business Processes with Preliminary Payroll
Course #	223
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	<p>Correcting paychecks can be extremely time consuming and a drain on a payroll department's resources. One way to mitigate incorrect calculations, especially following changes to pay and deduction reference tables, is to utilize the Preliminary Gross-to-Net payroll cycle option. Preliminary payroll provides the ability to run the payroll process to determine how reference table changes impact paycheck results for a group of employees without waiting for the Regular Gross-to-Net payroll process to run. This payroll cycle option provides flexibility as an organization can choose to clear the results once the calculation has completed—without having to do a restore. This session highlights the end-to-end process of running a preliminary payroll, describes all steps in the process and defines how to implement the System Process table to support the payroll cycle.</p>
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Define Preliminary Payroll including its uses and benefits.</li> </ul>

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	- Apply concepts to the implementation of Preliminary Payroll including the steps for running and reporting.
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	How Performance Budgeting Dashboard Empowers Users to Make Effective Decisions
Course #	224
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	CGI Advantage Performance Budgeting dashboards bring crucial financial, position and performance data to your fingertips, providing you with information on which data is being impacted to enable quick reaction. This session describes how dashboards can be effectively used to improve decision-making. Identify which standard dashboards are available and learn tips and helpful hints to configure them to maximize effectiveness. In addition, client examples will illustrate how dashboards are incorporated into business processes.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define the objectives and basic concepts of the baseline dashboard analytics provided with CGI Advantage Performance Budgeting.</li> <li>- Define how analytics are used to facilitate decision making.</li> <li>- Define the basic configurations that must be considered when utilizing the baseline dashboard analytics.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Finance

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Course name	Powerful Management Reporting
Course #	225
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Effective reporting empowers actionable decision-making by enabling management and users to proactively identify and resolve issues early. It also provides an easier method to communicate and visualize data (via graphs and charts). This session describes how to create reports using some of the more advanced features of CGI infoAdvantage using charts, graphs, scorecards, etc. to help users focus on important information and avoid data overload. Learn powerful and advanced report techniques using Web Intelligence to help meet reporting requirements.
Performance objectives	After completing this class the student will be able to apply concepts to develop reports that include alerts with scorecard, drill down, drill thru with link reports, input controls with a graph, and hypertext.
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	Mobile Computing
Course #	226
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Mobile devices, such as smart phones and tablets, are rapidly becoming a staple in our lives. This session discusses CGI's strategic direction for mobile device support. Learn about the advantages and disadvantages of mobile web browsers versus native applications as well as how security will be handled, what development platform(s) will be used and how an enterprise centralized device could be managed.



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## CPE credit information & course schedule

Please reference [www.cgi.com/forum2012](http://www.cgi.com/forum2012) for more details on session dates/times and registration.

Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define CGI's mobile device support direction.</li> <li>- Apply concepts to plan for handling security of mobile applications.</li> <li>- Define advantages and disadvantages of mobile web browsers versus native applications and understand why CGI has chosen its strategy.</li> </ul>
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Computer Science

Course name	Simplifying 1099 Reporting
Course #	231
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	1099 reporting is too often viewed as a calendar year-end process—with an emphasis on year-end. In reality, planning for 1099 reporting should begin one year in advance. This session will explore 1099 setup options in detail with a special focus on early planning. The end result will be a more fluid and efficient year-end process with fewer problems and more time to spend on other business functions. CGI Advantage clients will discuss best practices and how they have simplified the end-to-end 1099 process.
Performance objectives	After completing this class the student will be able to apply concepts for early preparation, setup and implementation of recommended practices to 1099 reporting.
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Specialized Knowledge and Applications

Course name	Innovative Uses of CGI Advantage Inventory: A Panel Discussion
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## CPE credit information & course schedule

Please reference [www.cgi.com/forum2012](http://www.cgi.com/forum2012) for more details on session dates/times and registration.

Course #	232
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Many organizations do not utilize CGI Advantage Inventory to its full benefit. This panel discussion identifies potential additional uses including tracking non-capitalized assets, such as cell phones and law enforcement equipment, as well as tracking and issuing internally government-manufactured items from areas such as prisons.
Performance objectives	After completing this class the student will be able to apply the concept of unique inventory functionality uses to implementation of non-capitalized assets and manufactured items.
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Production

Course name	Coordinating Position Control between CGI Advantage Human Resource Management (HRM) and Performance Budgeting
Course #	233
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Close integration between your organization's HRM and Performance Budgeting systems can provide significant benefit. This session discusses the benefits and impact of housing positions and employees in both your Position Control and Salary and Benefits Forecasting Subsystem. Learn how to configure Position Control to facilitate loading position and employee data into the Salary and Benefits Forecasting Subsystem. Also learn the process of timing and applying the budget changes to your Position Control system. Client presenters share their experience integrating these two systems along with lessons learned and goals achieved.

## CPE credit information & course schedule

Please reference [www.cgi.com/forum2012](http://www.cgi.com/forum2012) for more details on session dates/times and registration.

Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define the Salary and Benefits Forecasting Subsystem.</li> <li>- Describe typical integration points between Budgeting and HR system.</li> <li>- Differentiate the specific needs between the Budgeting and HR system.</li> </ul>
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Finance

Course name	Gain Efficiencies Utilizing New and Improved Workflow in CGI Advantage Performance Budgeting
Course #	234
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Performance Budgeting workflow can help organizations create a more comprehensive and efficient budget process. This session provides client examples to illustrate how workflow can help more accurately track budget requests, move through the budget process more effectively and provide audit capability to easily track and reconcile changes. Learn about the new workflow capability included in Release 3.9 related to reassigning a budget request and workflow administration privileges.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Identify the options for Budget Request workflow routing.</li> <li>- Apply concepts for a centralized and non-centralized workflow setup and execution.</li> <li>- Apply best practices for workflow setup and application throughout the budget development process.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

## CPE credit information & course schedule

Please reference [www.cgi.com/forum2012](http://www.cgi.com/forum2012) for more details on session dates/times and registration.

Course name	Implementing CGI infoAdvantage from Start to Finish
Course #	235
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Implementing infoAdvantage is always an exciting time for a project. Organizations are eager to start using the new features and functionality available and a good implementation strategy is the key to success. This session defines key issues for consideration during each implementation phase (Envision, Build and Achieve). Learn real implementation examples and lessons learned to help make your next project a success.
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Define the methodologies for analysis, design and development of infoAdvantage reports.</li> <li>- Identify the security setup options for infoAdvantage.</li> <li>- Define the options for publishing and scheduling of infoAdvantage reports.</li> <li>- Define the recommended approach for infoAdvantage implementation capacity planning.</li> <li>- Define the recommended approach for infoAdvantage training.</li> </ul>
Pre-requisites	None
Program level	2 – Intermediate
CPE credits category	Management Advisory Services

Course name	Electronic Content Management (ECM) Solution Support
Course #	236
Duration in hours	1.0 hour
Onsite credits	1.0 credit

## CPE credit information & course schedule

Please reference [www.cgi.com/forum2012](http://www.cgi.com/forum2012) for more details on session dates/times and registration.

Course description	Public sector organizations receive, produce, process and store a large quantity of data and documents every day. This accelerating quantity of data and documents, combined with a need to control cost, drives the need for an ECM solution. This session defines ECM, the ECM products supported, baseline ECM integration support through CGI Advantage Business Integration (ABI) and ways clients have made use of ECM with CGI Advantage.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Define ECM.</li> <li>- Identify the benefits of ECM.</li> <li>- Define the integration approach between ECM and CGI Advantage.</li> <li>- Identify the currently supported ECM products.</li> </ul>
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Computer Science

Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Many governments seek to optimize their accounts payable invoice process to provide efficiencies and reduce costs. This session provides strategies to address paper-based invoice processes including an option to scan incoming invoices. Hear about the new electronic invoicing option available in CGI Advantage Vendor Self Service 3.9 and planned future functionality.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Describe the methods of invoice entry with and without the IN document.</li> <li>- Define the paper based invoice method with IN entry by the AP staff including the benefits of three-way match and option for invoice scanning.</li> <li>- Define the capabilities for vendor submitted invoices in VSS release 3.9 including implementation considerations.</li> </ul>
Pre-requisites	None
Program level	4 – Overview



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## CPE credit information & course schedule

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CPE credits category	Specialized Knowledge and Applications
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Course name	Simplify and Streamline Daily Processing with CGI Advantage HRM, ESS and MSS
Course #	243
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	The CGI Advantage suite of applications provides powerful tools that work together in order to streamline and simplify your day-to-day activities. This session describes more about how the Human Resource Management (HRM), Employee Self Service (ESS) and Manager Self Service (MSS) components work together. Learn how different business processes can be managed across the application suite. Explore many topics including how performance evaluations, timesheet and leave request submissions and approvals can be completed in ESS, MSS and HRM.
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Identify the relationships and compatibility between Manager Self Service, Employee Self Service and Human Resource Management components of the CGI Advantage system.</li> <li>- Describe interactions between components for Leave Request and Timesheet submission/ approval.</li> <li>- Describe interactions between components for Performance Evaluation processing.</li> <li>- Describe interactions between components for workflow/approvals and the Employee Change Wizard.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	Coordinating Salary and Benefits Forecasting Between CGI Advantage Performance Budgeting and Human Resource Management (HRM)
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## CPE credit information & course schedule

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Course #	244
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Close integration between your organization's HRM and Budgeting systems provides better salary and benefit cost forecasting by incorporating employee data. This session discusses the timing, data set-up and other considerations for implementing this integration and examines sending position changes to your HR system to reduce manual entry. Client examples will highlight the benefits and lessons learned during the integration process and demonstrate using the actual employee data to perform varying forecasts.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Identify the benefits of integration between Position Control and the Salary and Benefits Forecasting System (SBFS).</li> <li>- Identify the options for levels of integration, where and when to execute integration, other integration considerations and tools.</li> </ul>
Pre-requisites	Coordinating Position Control between CGI Advantage Human Resource Management (HRM) and Performance Budgeting
Program level	4 – Overview
CPE credits category	Finance

Course name	Exploring Dashboards
Course #	245
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	The CGI infoAdvantage dashboard opens up a new world of reporting and communication possibilities using a rich, interactive graphical user interface. This session describes features and benefits of the CGI infoAdvantage dashboard, such as the ability to easily view progress. Learn about the ability to focus on high-level trends and measures and how to drill down into the

## CPE credit information & course schedule

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	details. Understand CGI infoAdvantage dashboards today as well as enhancements planned for the future.
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Identify dashboards available in Performance Budgeting and Manager Self Service.</li> <li>- Define the CGI Advantage dashboard user interface approach.</li> <li>- Describe the BOXI dashboard features.</li> <li>- Identify the dashboards available for Financial Management and Human Resource Management.</li> <li>- Identify the Business Intelligence Workspaces for Multi Dashboards and the Dashboard Viewer.</li> <li>- Identify the My InfoView with Multi Dashboards.</li> </ul>
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Specialized Knowledge and Applications

Course name	Performance Tuning
Course #	246
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	<p>The CGI Advantage ERP suite is a highly configurable multi-tiered, multi-component solution that runs on diverse platform configurations. As such, many areas of the solution may need to be monitored and tuned. This introductory session provides an overview of the CGI Advantage architecture and applications that should be tuned and monitored to ensure that your systems are running efficiently. General recommendations and some specific recommendations for each ERP component and platform will be covered. Explore some new topics with later CGI Advantage releases such as 64-bit software, browser considerations, virtualization and new ERP capabilities (e.g. PB parallel salary projection).</p>
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Define monitoring areas and tools recommended for CGI Advantage.</li> </ul>

## CPE credit information & course schedule

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	<ul style="list-style-type: none"> <li>- Learn methodologies for tracking down performance issues.</li> <li>- List common areas tuned at OS level, DB level, and application level.</li> <li>- Identify what items are required for reporting tuning issues to customer support.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Computer Science

Course name	Enhancing Your Procurement Organization
Course #	252
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Public sector procurement offices are under intense pressure to reduce costs and improve efficiencies, while at the same time providing increased transparency to their constituents. This session provides a discussion of the key performance measures that your peers are tracking and the tools and techniques used to monitor their progress. Hear about the types of procurement information made publicly available to support transparency and other initiatives.
Performance objectives	<p>After completing this class the student will be able to:</p> <ul style="list-style-type: none"> <li>- Identify reports and dashboards that are being used to assess Procurement organizations.</li> <li>- Identify techniques that have been used to gain efficiencies and introduce improvements to the Procurement process.</li> </ul>
Pre-requisites	None
Program level	4 – Overview
CPE credits category	Specialized Knowledge and Applications

## CPE credit information & course schedule

Please reference [www.cgi.com/forum2012](http://www.cgi.com/forum2012) for more details on session dates/times and registration.

Course name	CGI infoAdvantage and Dashboards for Human Resource Management (HRM) Users
Course #	253
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Learn practical information on how infoAdvantage reports and dashboards can be used to meet HRM reporting and information requirements. This session also includes examples of existing baseline reports and dashboards along with what is being used by organizations.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Identify the infoAdvantage HRM functional areas.</li> <li>- Describe reporting for Payroll, Personnel and Employee Relations, Position Control and Leave.</li> <li>- Define the new Artifact Library including options to access and contribute.</li> </ul>
Pre-requisites	None
Program level	2 – Intermediate
CPE credits category	Specialized Knowledge and Applications

Course name	How to Build More Effective Decision Making Processes with CGI Advantage Performance Budgeting
Course #	254
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	Shrinking revenues, limited public funds and increasing regulatory demands make it difficult to determine the right budget choices. In this environment, it is critical to ensure the right data is readily available to the right people at the right time. In this session, representatives from Wake County, NC will share how they have used innovative reporting techniques to consolidate all of the

## CPE credit information & course schedule

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	components of the budget process together as an effective decision making tool. Join us as they share how their configuration of system functionality within Performance Budgeting generates management-level reports that have helped create greater insight into budget data and stronger analytic capabilities to enable more effective decisions.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Identify different types of information that can be captured to facilitate the decision making process.</li> <li>- Describe system configuration options that support system functionality leading to management reports for effective decision making.</li> </ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	Managing Your Report Migration from Development to Production
Course #	255
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	It is important that state and local governments effectively manage their data and the content of their business intelligence enterprise. This session describes the BusinessObjects Life Cycle Manager, designed to help organizations gain better control with BusinessObjects content management. Learn to identify data assurance features which can be used to help validate information in the data warehouse.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"> <li>- Identify the needs for data and content management.</li> <li>- Define Life Cycle Manager (LCM) and the related architecture.</li> <li>- Define LCM version control/auditing features.</li> <li>- Define ETL data assurance.</li> <li>- Identify data assurance reports.</li> </ul>

**CPE credit information & course schedule**

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Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Specialized Knowledge and Applications

Course name	Web Service/Portlet Development
Course #	256
Duration in hours	1.0 hour
Onsite credits	1.0 credit
Course description	This technical session discusses the CGI Advantage Web Service/Portlet architecture, demonstrates developing and deploying a sample web service and demonstrates creating and deploying a sample portlet. Presenters will also provide an overview of the baseline Web Services and Portlet catalog.
Performance objectives	After completing this class the student will be able to: <ul style="list-style-type: none"><li>- Identify the architecture and development tools utilized for web service/portlet development.</li><li>- Define the approach for web service development/deployment.</li><li>- Define the approach for portlet development/deployment.</li><li>- Identify the existing web services/portlet catalog.</li></ul>
Pre-requisites	None
Program level	3 – Advanced
CPE credits category	Computer Science