



Description of Training

COMOS Training Administration II

The COMOS Training Administration II is imparting basic knowledge for the COMOS-Administrator for creating and modifying individual reports, lists and datasheets. He gets a comprehensive introduction to how COMOS documents are designed and how to prepare, extend and manage their contents. Furthermore, working with external documents / files is covered.

Preconditions: COMOS Training Administration I

Attendance: min. 3, max. 6 persons

Duration: 3 days

Contents:

Queries

- Configuration and usage of queries in COMOS
- Exemplary scripting in combination with queries

Document types

- Document directory and document types
- Importing external documents
- Design / structure of COMOS-internal documents

Evaluating reports

- Design / structure of lists and data sheets
- Lists with local queries
- Embedding external documents

Interactive reports

- Design / structure of interactive reports

Bulk processing of templates

- Bulk processing of report templates in COMOS