



Meridium – Advanced Administration

Course #2003

Course Details

Length: 2 days

Prerequisite: Meridium - Administration

Benefits: You will learn to utilize advanced functionality of the Data Configuration Manager (DCM) to enhance your Meridium configuration.

Audience: Administrators, Implementers

Overview

Administration Review

You will review the available tools for creating and maintaining a Meridium database. You will use the Import/Export Utility to create a new entity family that you will use in class.

Advanced Configuration

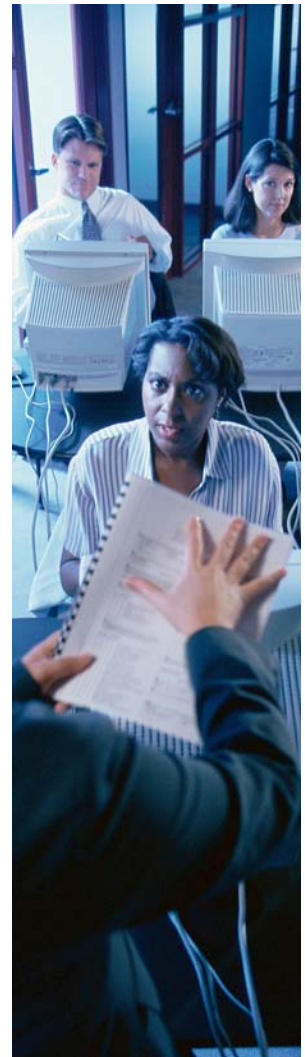
You will learn how to create Master Detail Forms that display a record, along with its related records. You will add hyperlink fields to datasheets that will launch new records or stored queries. You will learn how to set up a Revision History to track changes to a field.

Advanced Security

You will learn how to use Data Filters to isolate and secure data based on your specified criteria.

Administrative Queries

Meridium provides additional query functionality to Administrators. You will learn how to use Update, Delete and Append queries to maintain a Meridium database.





Meridium – Advanced Administration

Course #2003

Day One Training Agenda

Administration Review

- Data Hierarchy
- Families, Fields, and Relationships
- Importing metadata to create a new family

Revision Histories

- Setting up a field to track revisions
- Viewing Revision History information

Hyperlink Fields

- Adding Hyperlinks to data fields
- Launching hyperlinks from datasheets

Master Detail Forms

- Navigating an existing Master Detail Form
- Creating a Master Detail Form

Localized Values and Units of Measure (UOM)

- Setting up localized values for Families, Fields, and Datasheets
- Creating new Units of Measure and Categories
- Creating Unit of Measure conversions
- Using localized values for displaying Units of Measure

Advanced Security

- Defining data filters for specific User Groups
- Defining data filter operations

Day One Training Agenda

Administrative Queries

- Building Update Queries to modify existing data
- Using Delete Queries to delete existing data
- Using Append Queries to create relationships

Import/Export Utility

- Detailing a data hierarchy in an Excel spreadsheet
- Using the Import function to build new families, fields, relationships, catalog directories, or data filters
- Using the Import function to load System Codes or Units of Measure
- Using the Import function to set Field Behaviors
- Moving information from a development database to a production database
- Using the Export Function to move families, relationships, records, links, or rule projects
- Using the Export Function to move Security Users, Security Groups, or Privileges
- Using the Export Function to move Queries, Reports, Graphs, Searches, Metric Views, Catalog Directories, or Configured Explorers

Lab

You will utilize the skills you have learned in this course to complete a series of exercises.