

Other Workshops Available for Self-Study

Workshop Name

Workshop Description

Application Workshops

Benefits 102: Combining Benefit Plan Eligibility Rules	<p>This workshop focuses on the nuances of setting up benefit plan eligibility. You will work through several scenarios in which you will have to set up the Vista eligibility definitions. As you do, you'll gain a deeper understanding of the different ways to make people eligible for plans. You'll work through issues including eligibility exceptions, custom groups (such as grandfathered people), waiting periods, combination rules, dependent eligibility, and more.</p>
Benefits 103: Linking Dependent Plans for Eligibility	<p>This workshop focuses on setting up a benefit plan that is dependent upon an employee's active enrollment in another benefit plan. This workshop will present a case study involving setting up a benefit plan where the employee must be enrolled in one plan/option before the employee can enroll in the linked/dependent plan/option. The case study will present the benefit plan requirements and guide you through the process of analyzing those needs, converting them to an effective setup, and testing the benefit plans in Vista using the Administrator view as well as the enrollment wizard for self-service users. Prerequisite: Benefits 101 or equivalent benefit setup knowledge.</p>
Crystal 102: Parameters, Multiple Views, Formulas, Etc.	<p>This workshop is a continuation of the knowledge gained from the Crystal 101 workshop; as such that knowledge is a prerequisite for this workshop. Using Crystal Reports® you will walk through more intermediate techniques needed to develop, maintain, and automate reports. You will advance your knowledge of creating reports by learning how to do the following: create parameters, combine multiple views and learn about joins, create intermediate formulas, group records together, switch your report between different databases (Production, Development, Training, etc.), and more.</p>
Crystal 103: Crosstabs, Sub-reports, Stored Procedures	<p>This workshop is a continuation of the knowledge gained from the Crystal 102 workshop; as such that knowledge is a prerequisite for this workshop. Using Crystal Reports® you will walk through more advanced techniques needed to develop more complex reports. You will expand your knowledge by learning how to do the following: create advance groups, crosstab reports, subreports, create a report that executes from a stored procedure, and more.</p>
Recruiting 102: Requisitions through New-Hire	<p>In this self-study workshop, you will gain hands-on knowledge to manage your entire recruiting process—starting with a New Requisition and ending with a New Hire. Everything in between is what makes Vista Recruiting such a powerful application.</p>

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Technical Workshops

Customizing 101: Custom Columns and Pages

Interested in learning how to customize Vista the recommended way? This workshop will step through exercises integrating custom functionality within the Vista web component.

Customizing 102: Advanced Coding Techniques

This workshop will contain exercises in working with the PDS defined web controls used for development in Vista, including page controls, dialog boxes, and master pages. The workshop includes exercises using the Telerik controls used in the product to bring advanced functionality to Vista. Included in the workshop are exercises in an advanced page management techniques.

Enterprise Server 101: Basics

This workshop is for tech-savvy administrators who have a working knowledge of SQL and Vista. A series of scenarios will be presented, each requiring a different Enterprise Server job to complete. You will learn about and then create and test Enterprise Server jobs to send email notifications, export Vista data (e.g., to Excel), import data from an external system, and perform other administrative tasks. The set of jobs included in the workshop will be representative samples of types of jobs that you should be able to use on a regular basis in your organization.

Enterprise Server 102: Job Types and External Databases

This workshop extends the cases reviewed in the 101 workshop above. A variety of more advanced scenarios are presented, allowing you to extend simple Enterprise Server jobs into more complex situations. You will learn about and then create and test Enterprise Server jobs that use resolvable keywords, schedule the jobs and send email results. You will work through various scenarios, which will also serve as a list of useful jobs to bring back as templates for your organization.

Enterprise Server 103: Crystal and HTML Reports

This workshop will allow you to work through exercises integrating reporting functionality into Enterprise Server jobs. You will learn how to create Enterprise Server jobs that generate both HTML and Crystal reports.

Enterprise Server 104: Launching Alternatives

This workshop will explore ES job templates vs. ad hoc jobs, launching an ES job from within a database procedure, adding an ES job to a secured menu, and launching an ES job from within a workflow.

Enterprise Server 105: Resolvable Keywords and Functions

This workshop will introduce you to more advanced uses of resolvable keywords and keyword functions within Enterprise Server. We will initially create simple statements to illustrate how these features can be used as powerful tools for increasing efficiency and customization. We will then consolidate all of skills and knowledge learned in this workshop to create and launch two custom jobs in Enterprise Server.

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External Interfaces 101: Introduction to Exporting	<p>In this workshop, you will first step through creating a simple interface to export a file. You'll learn how to email the output to yourself and then how to delete the file. You will then explore different file formats (delimited, fixed, and HTML) and learn to embed or attach the report in the email.</p>
External Interfaces 102: Introduction to Importing	<p>In this workshop we'll turn to importing data into Vista using the Vista External Interfaces tool. You'll work with both delimited and fixed-length files. You'll do simple imports and you'll also do more extensive processing, including error checking.</p>
External Interfaces 103: Creating Automated Data Integrity Checks	<p>This workshop builds on the knowledge gained in External Interfaces 101 and 102. You'll learn how to create a scheduled interface that automatically sends out email based on different data integrity checks you'll be defining. You'll then modify that interface to email out HTML-formatted reports on a regular basis. Lastly, you'll learn how to create an Enterprise Server job to launch your interface.</p>
SQL 102 - Data Manipulation	<p>Data Manipulation: You're comfortable with the basics of SQL, but you know that there is more that you can do. This workshop will build on the concepts presented in SQL 101, showing you how to use more advanced SQL syntax, procedures, and tools to accomplish more than you otherwise could.</p>
SQL 103 - Stored Procedures	<p>Stored Procedures: This workshop will build on the concepts presented in SQL 102, drilling into more complex SQL functions.</p>
SQL 104 - User Exits	<p>User Exits: This workshop will continue to build on the prior concepts and introduce user exits. User exits are special stored procedures where you can add code to extend the functionality of the "Submit" processing of any Vista page.</p>
SQL 105: Complex Queries (CTEs, XML, and Functions)	<p>This workshop will introduce you to more complex types of SQL queries. We'll initially focus on two topics - Common Table Expressions (or CTEs) and XML manipulation - and then we'll incorporate what we've learned there into SQL Functions - both scalar and table-based. For each topic, we'll directly apply the concept being taught to extract useful business information from the Vista database.</p>
Workflow 102: Modifying Templates for Branching Flows	<p>This workshop picks up where the 101 workshop left off, with the assumption that you have a basic knowledge of Vista workflow capabilities. In this workshop, you will be presented with more complex situations, requiring more people and options to be involved in the process flow. We'll build on the previous address change workflow to include additional approval steps. As you complete the workshop, you will be exposed to many of the features and capabilities of the Vista workflow engine.</p>



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Workflow 103: Crystal and HTML Reports	<p>This workshop will work through exercises integrating reporting functionality into Vista workflows. We'll use a "self-service Leave Request" scenario to demonstrate a variety of capabilities.</p>
Workflow 104: Launching	<p>This workshop will work through exercises initiating Vista workflows prior to a request's final execution, following a request's final execution, from within an ES job, and from within another workflow.</p>
Workflow 105: Customizing the Workflow Approval Page	<p>Learn how to take your workflows to the next level with our most advanced workflow workshop. You'll learn how to create a completely customized approval page for your users, right down to the punctuation and formatting of the included text. We also show you how to show and hide fields, columns, and even add your own fields. Finally, you'll learn how to dynamically enable and disable the editing and display of fields on a per-workflow step basis.</p>