

# INTRODUCTION

Training is an important component of maintaining the value of a Microsoft Dynamics® investment. Quality training from industry experts keeps you up-to-date and helps you develop the skills necessary for fully maximizing the value of your solution. Microsoft Dynamics provides different kinds of training to meet everyone's needs, from online training, classroom training, or training materials. Select the training type that will best help you stay ahead of the competition.

## Online Training

Online training delivers convenient, detailed training in the comfort of your own home or office. Online training provides immediate access to training 24 hours a day. It is perfect for the customer who does not have the time or budget to travel. Online training options combine the efficiency of online training with the thorough product coverage of classroom training.

## Classroom Training

Classroom training provides, comprehensive learning through hands-on interaction. From demonstrations to presentations to classroom activities, you receive practical experience with instruction from our certified staff of experts.

## Training Materials

Training materials help you learn at your own pace, in your own time, with information-packed training manuals. The many training manuals features many tips, tricks, and insights that you can reference continuously.

## Microsoft Dynamics Courseware

The Microsoft Dynamics courseware consists of detailed training manuals that are designed from a training perspective. These manuals include advanced topics, in addition to training objectives, exercises, interactions, and quizzes.

Look for a complete list of manuals that are available for purchase on CustomerSource or PartnerSource.

## Microsoft Dynamics Courseware Contents

Microsoft Dynamics courseware contains labs and quick interactions. These help

### Lab

Within the Microsoft Dynamics training materials, you will find labs. These labs are typically offered in two levels to accommodate each student's variety of knowledge and expertise. We suggest that you try the High level steps first. If you need help completing the task, look to the information in the Detailed steps.


### High level steps

High levels steps are the most challenging. These steps are designed for the experienced student who requires little instruction to complete the required task.

### Detailed steps

Detailed steps are geared toward new users who require detailed instructions and explanations to complete the lab. Detailed steps guide you through the whole task. This includes navigation.

### What's New Icon

This training material might include content for new features that is specific to this software version, and to any updated features. To assist in finding the content for the new features, an icon () is placed next to the heading. The icon identifies areas that are new and, or changed from the earlier version. However, it is important to review all content to make sure there is a thorough understanding of this information.

## Student Objectives

What do you hope to learn by participating in this course?

List three main objectives here.

1.

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2.

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3.

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