System Administration Recertification

Goal

To identify the critical system enhancements in the most recent OnBase version that directly impact administration. Identify factors that directly influence the performance of a solution, both on the larger infrastructure level as well as the detailed document level. To detail the basic steps of evaluating a solution’s structure, and to utilize an understanding of OnBase functionality to effectively resolve OnBase issues.

Course Description

Formerly known as “Upgrading System Administration”, this course will explore the changes in OnBase and how they directly impact system administration as well as the new features and best practices for administration. The class will also interactively explore areas of OnBase functionality and how they can be used to resolve user and organizational needs. Upon successfully completing this course, any individual who was or is an OnBase Certified System Administrator will have their certification status updated for an additional two years.

Topics Covered

- Evaluating an OnBase Solution
- OnBase Administrator Responsibilities
- OnBase Version Specific Enhancements
- Resolving Administration Issues

Certifications

This course fulfills the requirements for:

- OnBase Certified System Administrator (Customer)
- OnBase Certified Advanced System Administrator (Customer)
Measurement

Students will be expected to actively participate in this session by successfully completing the exams provided during the course as well as the review activity.

Prerequisites

Students must have achieved OCSA status in order to receive the extension of the certification. Students who have not yet received their OCSA status may attend the session for information purposes. This course, however, will not impact their certification status.

Course Agenda

All topics are subject to change and may not appear in the order indicated here.

Day 1

- Software Updates
- Evaluating on OnBase Solutions
- OnBase Administrator Responsibilities
- Resolving Administration Issues