



## CONTENTS

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- Viewing the Log Files**
- Creating a Process**
- Creating a Data Source within Business Alerts**

## Syllabus

Section	Subject	Time Estimated
1	Welcome and Introduction	15 min
2	Introducing Business Alerts	45 min
3	The Process Manager	30 min
4	Defining Processes	45 min
5	Linking	45 min
6	Setting up a Substep	30 min
7	Lab Exercise 1	30 min
8	Viewing the Log	30 min
9	New Processes	30 min
10	Lab Exercise 2	30 min
11	Review	15 min
12	Challenge Lab	45 min
	<b>Total Time</b>	<b>390 min or 6 1/2 hours</b>

## Business Alerts Objectives:

- Demonstrate the capabilities of the Business Alerts Process Manager.
- Provide experience installing Business Alerts.
- Demonstrate how to set up your system for e-mail transmission.
- Show you how to start the Service to begin using Business Alerts.
- Demonstrate the various options available in Business Alerts.
- Provide you with a variety of tools designed to monitor and analyze critical data.
- Learn how to enable and run an existing alert.
- Learn how to create an alert and define how to enable, run, and schedule the alert.
- Learn how to automatically send messages to specific individuals via e-mail.
- Learn how to keep your employees informed and track important business events.