

The Learning Continuum Company, Ltd.

TLCC is focused on Notes and Domino training. It is all we do. The superior quality, materials, content and organization of TLCC courses are unmatched in the industry.

How Do TLCC Courses Work?

(As of 1/9/2003)

Getting started

- Order TLCC's courses via our Web site (www.tlcc.com) or by calling TLCC.
- Your selected courses are downloaded from TLCC's Web site and installed on your local Notes workstation.

For the duration of the course, you can return at any time and download the course as needed to reinstall it. You are welcome to install the course on various computers to suit your needs (home, office, laptop, etc.). You can also download a new version of the course if there are updates to the material. However, the course is just licensed to you, so please do not share it with anyone else.

Course prerequisites

You will need a Domino Designer client to take TLCC's developer courses. Each course has different prerequisites and system requirements. Please review TLCC's course catalog for a complete list.

Installing your TLCC course

Once downloaded, the TLCC course is installed using a simple installation process which copies the needed files to your hard drive. That's all you have to do.

If desired (and if your Internet access is not restricted by security mechanisms like firewalls), you may want to set up replication with TLCC's server for asking questions and participating in the discussions. This is optional since there is also a Web browser option to participate in the discussions.

Taking the course

Once installed, just open the "Lessons" database for your course using your Notes client to get started. There is a "Start Here" section right at the beginning of the course. If this is your first TLCC course, read all of the documents in the Start Here section in sequential order. Then move on to the course material in Module 1 and start the course. TLCC does not suggest skipping around the course as each lesson builds upon the previous lesson.

Questions anyone?

If you have questions, you have two choices. The first is to use the "TLCC on Web" button located in the Lessons database in each lesson. This allows you to either ask a question or view all the related discussions for that particular lesson. When you choose the "TLCC on Web" button, your Web browser will start and will go to TLCC's Web site. You will then be prompted to log in with your TLCC user ID and password.

A second option is to use your Notes client to participate in the discussions. Once you set up replication with TLCC's server, you can post questions in your local copy of the Discussions database. When you click the "Replicate" button, your questions (and all your "posts") will be sent to TLCC and you will also receive all the new discussions and responses. This allows you to ask questions and view posts "off-line" which is useful when there is no internet connection.

With either method you have the option to mark your questions as "private." This will prevent anyone other than TLCC's instructors from seeing your questions and responses - so don't worry about asking a "stupid" question!

Completing the course

You will get an official TLCC *Certificate of Completion* once you finish the course and fill out a brief course survey.

Visit us at www.tlcc.com or call us at 888-241-TLCC (561-362-8028 outside North America)



T·L·C·C
WWW.TLCC.COM

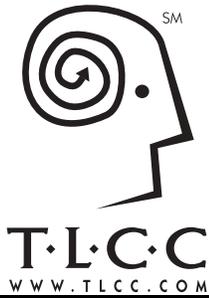
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Comparison of Training Options

(As of 1/7/2002)

	Books	CD or Web-based training	Classroom training	TLCC training
Quality	Varies depending on author	Varies depending on provider	Varies depending on instructor and course materials	Consistently very high quality. TLCC's writers and instructors are all experts in their fields.
Hands-on activities	Limited exercises (paper-based) and no demonstrations	<i>Simulated</i> exercises or demonstrations, usually relies on screen shots for demos	Usually a lot of hands-on activities	Excellent. All demos and activities are done in the Notes client or Web browser. <i>No simulations are used.</i>
Convenience	Can read the book at your own pace but need to type in and set up practice activities	Most courses can be taken at your own schedule, although Web-based courses require Web connection.	Must travel to the classroom at their schedule, not yours.	Take courses when and where you want - at your own pace. No need to be on-line when taking the course.
Learning effectiveness	Generally poor retention due to minimal hands-on activities	Simulated activities do not facilitate real-life problem solving.	Can be very good, but class moves at the pace of the slowest "vocal" student	High retention, many real-life activities and demos. Courses can be saved for future reference.
Range of topics	Good	Most vendors do not offer advanced courses.	Good, but slow to release new advanced topics like XML	Excellent. TLCC offers a wide range of courses from Beginner to Advanced topics.
Instructor support	None	None	During the class	TLCC's courses come with on-line instructor support for up to 1 year from the start of the course.
Cost	Low	About the same as TLCC's courses	Usually about \$400 per training day.	TLCC's courses are 50- 75% less than the cost of classroom training.



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Customer Comments

(As of 1/8/2003)

"I am a CLP Developer at the R4.6 and R5 level. I am now a CLP Developer at the R6 level. I just wanted to say thanks to TLCC. The way I studied for the R6 Update exam was by taking the TLCC R6 Lotus Domino Update course and the CertFX R6 Update study program. I scored a 97 on the exam, the highest I have ever scored on a Lotus Domino exam. Thanks TLCC for the tools you have."

*Glenn M. Sadlik, CLP
Wachovia Bank*

"As a Domino developer since R4, it's becoming more challenging to stay abreast of the new capabilities and technologies that Lotus incorporates into each new release. I strongly suspect most developers are unable to scratch the surface of Domino's full potential simply because the available array of features and capabilities can be overwhelming. The TLCC courses have always excelled in unmasking the hidden development power of Domino, and their latest course offering (*Notes Domino 6 Application Development Update*) is no exception. As with the other TLCC offerings, this course focuses on real-world applications as opposed to academic solutions. Need to quickly master the extensive application-development changes in Domino 6 or get ready for the Domino 6 CLP certification upgrade test? The new TLCC Domino 6 upgrade course is the single best place to quickly get all the information on how to effectively harness the new power of Domino 6."

*Bob Pratico
Raytheon, Huntsville IT Manager
CLP Principal Notes Application Developer*

"I'm a newly certified Notes Developer who still needs to learn a lot. I've taken a number of courses recently, but this is the first TLCC course I've taken. My first observation: This blows the socks off those other courses - even the classroom ones. A few weeks ago, I had a very frustrating experience with a downloadable LotusScript course from a company which shall remain nameless. No feedback and no opportunity to ask questions, but that ain't the half of it. You could only page forward(!) so there was no way to review. The exercises directed you to repeat a given line of code. If you typed it exactly as given, including white space, you got a pat on the back. (But you didn't really learn how to use it). Oh, and there were TONS of mistakes in the content! Sure makes you appreciate the quality of a course like this one. Why didn't somebody tell me about TLCC sooner? I could have been so much smarter by now!"

IBM employee

"All of your Lotus Notes courses have these positive commonalities:

- Lotus Notes instruction using Lotus Notes is outstanding
- The technique of using a "ScriptText" box for the demonstrations is very ingenious and effective
- The idea that one can keep the course as a reference document is wonderful
- Having an instructor that is both skillful and responsive is a real advantage

If you create all your courses with the same rich content and activities as this one you will be a very successful company. This is the 4th course (*R5 Intermediate LotusScript*) I have taken from you and is by far the most outstanding. It is very well developed and rich in content. It makes a great reference document for me for future development. The activities were excellent."

David M Kusnier



"As it happened I scored 100% which I was very pleased with. I have been a CLP since R3 and I have done lots of tests, but never managed do this before. The CBT course was well put together and obviously covered all the bases. Thanks for a cool piece of software."

Phil Thain

Management Applications

NewCastle upon Tyne, England

More Customer Comments...

"The course I downloaded - *LotusScript I* - is absolutely outstanding and by far the best CBT I have ever taken... I have been consistently amazed at how well-written and thorough each lesson is. The script-tester (where you can modify scripts and run them to see the effect) is an excellent learning tool. I would highly recommend this course to anyone and will certainly recommend that our company consider these training modules in the future."

"I am impressed with the course. The information was complete and very easy to follow."

"For a person who had a very poor opinion of on-line courses, this was a refreshing change. The content was great and the hands-on activities were a great way to learn. I was impressed by the modular approach and the logical flow of information. It was unlike the discussion-oriented courses where it's difficult to access info in one place. I enjoyed it thoroughly and am going to go over it again before I actually write the test."

"The course and related self-test prepared me well for the exam. I made 87% on the exam and completed the test in only 20 minutes. I didn't spend a lot of time pondering the questions like I did on previous Lotus cert exams."

"I have always thought that you won't get as much knowledge out of a CBT course, but after taking a TLCC course, my opinion about on-line training has changed tremendously. I have found that a TLCC course is very easy to follow and because you are going at your own pace, you are able to absorb more information than if you were to attend a classroom environment course. I am glad I have found TLCC. Thanks!"

"Excellent course! Passed my Lotus exam thanks to course!"

"The BEST course in many points of view: well documented, powerful examples, many tips and warnings. Better than any other course (see CBT) or help materials."

"I really enjoyed taking a class this way. I could rush/review/tarry/re-review at my own pace/times. If I wanted to "try" something else, I could just try it along with the exercises I was already doing."

"I am completely sold on the idea of these courses. They have so many advantages over a classroom, it's great! I have recommended your courses to my colleagues who are also in Notes development and will continue to do so. I'm also very pleased I ordered this and the Intermediate course as the classroom course in Chicago (my nearest big city) was cancelled due to - I presume - lack of attendees."

"This was the best CBT course that I have ever taken. The presentation, content, and usability of the course were excellent. I have already recommended the course to my co-workers. I felt very confident that I knew the material after taking the course and have since taken and passed the update exam."



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Notes Domino 6 Core and LotusScript Courses

(As of 9/5/2003)

Notes Domino 6 Core Developer Courses

Notes Domino 6 Application Development Update

Attention R5 application developers! This timely and comprehensive course will make you a Release 6 expert in a mere 2 1/2 days. Easy, convenient and cost-effective, it will thoroughly prepare you for the Notes Domino 6 Application Development Update Exam required to achieve Notes Domino 6 CLP status.

Forget stiff or boring simulations. Along with clearly showing how to use the new Notes Domino 6 development features, TLCC's *Notes Domino 6 Application Development Update* course offers extensive activities and demonstrations done right in Domino Designer.

You will learn to lock documents and design elements, debug code on a remote server, and save disk space with single copy templates. Get hands-on experience using the new design elements like layers, style sheets, HTML files, JavaScript libraries, and more. Learn how to enable the new in-view document editing feature and the embedded editor feature. Learn and use the many new and enhanced @functions and @commands. Program the new LotusScript/Java objects to work with rich text elements like tables, sections and doclinks. Connect to relational databases using Data Connection Resources, plus much more! As always, you can learn at your own pace, at your own place with TLCC.

TLCC's *Notes Domino 6 Application Development Update* course - it's the ideal way to learn Release 6, prepare for the update exam, and quickly become certified as a Notes Domino 6 CLP.

☞ **Price: \$499 Units: 10**

Notes Domino 6 Application Development 1

Learn how to develop Notes Domino 6 applications any place and any time. This course is for developers who are new to Notes application development. Using Domino Designer, you will learn how to create a Domino database, create forms, add fields to a form, create views, use the formula language, and create agents. Enhance your application using framesets, outlines, pages, tables, single category views, hotspots, buttons, and actions. Then, complete your application by adding help documents and applying Domino security. This course is packed with demonstrations and activities to quickly get you developing Notes and Domino applications. As you progress through the course, you will build a customer tracking application.

The *Notes Domino 6 Application Development 1* course will prepare you for the *Notes Domino 6 Application Development Foundation Skills* (610) certification exam. When you pass this one exam, you will receive a certificate from Lotus indicating your achievement level as a Certified Lotus Specialist (CLS). This exam is also the first of three required exams for certification as a Certified Lotus Professional (CLP) IBM Lotus Domino 6 Application Developer.

☞ **Sale Price: \$499, Save \$300 Units: 16**



LotusScript Courses for Notes Domino 6

Beginner LotusScript for Notes Domino 6

Learn the basics of the LotusScript language and the Domino object model. This course is designed for both the programmer who has never worked with object oriented programming languages and the experienced coder who wants to learn the Domino Object Interface. Get started with the LotusScript programming language and some basic functions. Learn to use the basic building blocks of LotusScript including the different data types and when to use them. Discover how to work with strings and text and to control the flow of your program and LotusScript looping structures. Harness the power of arrays and lists to store your data. Explore object oriented programming and use LotusScript and the Domino Object Interface to access and operate on Notes and Domino objects. Learn how to work with both back-end and front-end Domino document objects. This course has many real life demonstrations and examples. You will learn LotusScript by actually writing real code, not a simulation, at your own pace and at your place! This course is the first of a series of TLCC Notes Domino 6 LotusScript courses.

☞ **Price: \$599 Units: 12**

Intermediate LotusScript for Notes and Domino 6

This course will expand your understanding and mastery of the LotusScript programming language and the Notes Object Interface. Learn how to control the user interface by using front end classes such as NotesUIWorkspace, NotesUIDocument, and NotesUIDatabase. Build user dialogs and prompts by using EditDocument, Prompt, and PickList. Manipulate information in fields. Work with doc links, attachments and embedded objects and learn to add text to a rich text field using different text styles, sizes, colors and fonts. Learn several different ways to gather and process groups of documents using various search techniques such as full text searches. Use the NotesViewNavigator, NotesViewEntryCollection, and NotesViewEntry classes to work with Notes views and folders. Enhance your applications by adding powerful reporting functions to create reports that go beyond the capabilities of standard Notes views. Generate and send memos and other documents using the Notes mail system and the NotesNewsletter class.

☞ **Price: \$799 Units: 16**

Advanced LotusScript for Notes Domino 6

Take your LotusScript skills to the next level with TLCC's *Advanced LotusScript for Notes Domino 6* course. Learn how to use subroutines, functions, and script libraries to reuse your code and create a library of commonly used routines. Build error-handling into your LotusScript code to effectively trap and handle run-time errors. Discover how to more effectively work with agents by using Notes logs to record agent activity and error messages. Get better control of your agents by understanding agent security and agent triggers. Learn how to integrate relational database information into your application. Use the LotusScript Data Object classes (LS:DO) to read and write data that resides in a relational database via ODBC. Next, use the LC LSX to read and write enterprise data via Lotus Connectors. Learn advanced techniques to program Rich Text fields and dynamically create tables, doclinks, and sections. Discover how to create a great looking internet email from a LotusScript agent using the MIME and NotesStream LotusScript classes.

This course is the third and final course in TLCC's series of LotusScript courses for Notes Domino 6. TLCC's LotusScript courses for Notes Domino 6 will prepare you for the LotusScript certification exam (273). This exam will enable you to become a Principal CLP.

☞ **Price: \$599 Units: 12**

Using LotusScript in Domino 6 Web Applications

Successful Domino web applications require the use of agents to provide validation and back end processing for tasks like e-commerce and e-business. These agents perform similar functions to CGI scripts on other web server platforms. One way to create these agents in Domino is to use LotusScript. This hands-on distance learning course will show you how to create LotusScript agents that run when a user opens or saves a document and how to run agents from a web browser. Learn to create WebQueryOpen and WebQuerySave agents, run agents via a URL, pass data from one page to another using query strings, and to use the Print statement to send customized output to a web browser. Many live demonstrations and exercises are provided including examples of e-commerce applications. As with all TLCC courses, instructor help is only a click away!

☞ **Price: \$249 Units: 6**



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Notes Domino 6 WebSphere, Java, and JavaScript Courses

(As of 9/5/2003)

WebSphere

Introduction to WebSphere 5 for Domino Developers

Many Domino developers are asking what is WebSphere and how does it fit into my Domino environment? This introductory course designed specifically for Domino developers answers these questions. WebSphere Studio is the tool of choice to develop multi-tier enterprise applications for deployment on a WebSphere Application Server. This course shows how to use the WebSphere Studio's integrated development environment to develop, test and debug Java applications. The J2EE application model is explained and the Model, View, Controller (MVC) design architecture is defined and demonstrated. Learn how to create, test, and debug Java applications, web pages, servlets and JavaServer Pages. Learn how to integrate WebSphere servlets and JavaServer Pages into your Domino environment.

This course is specifically designed for Domino developers and includes numerous tips and hints to bridge from your existing knowledge of Domino development to how to develop WebSphere applications. This course includes many live demonstrations and student activities that you do right in the WSAD development environment. After completing this course and gaining some experience with WebSphere Studio you should be prepared to take the certification exam to become a [IBM Certified Associate Developer on WebSphere Studio, V5](#). The course is the first of a series of planned WebSphere courses by TLCC.

☛ **Price: \$599 Units: 12**

Get both Java courses and the Introduction to WebSphere course together in TLCC's ***Java and WebSphere Package*** and save!!!

Java Courses for Notes Domino 6

Beginner Java Programming for Notes and Domino 6

Java has emerged as the programming language of choice for applications and is the only language available for servlets and Java Server Pages. Domino has supported Java since release 4.6 for agents and other IBM/Lotus products like WebSphere and Sametime also use Java. This course will teach you the basics of the Java language and apply that knowledge to writing Java-based agents in Domino. Lessons include how to use Java to access and interact with Domino Objects including the Session, Database, View, AgentContext and Document objects. This course is written exclusively for Notes and Domino developers and contains many live demonstrations and activities that you do right in the Domino Designer. This course enables you to start programming in Java today!

☛ **Price: \$499, Units: 10**

Intermediate Java Programming for Notes Domino 6

Take your Java programming skills to the next level with TLCC's *Intermediate Java Programming for Notes Domino 6* course. Learn how to use the core Java classes to work with strings, numbers, vectors, arrays, and to read and write information from the hard drive and the internet. Learn web application techniques like performing field validation, preventing multiple submissions of incomplete forms, and passing data using URL variables. Build a cool web based order form that will hold multiple items. Use the Domino Objects for Java classes to access and work with Notes items, rich text items, documents, views, view entries and document collections. Use a Java agent to build reports to show the information in a database exactly the way you want using the rich text classes. This course is an excellent way to learn Java in the familiar Domino environment and prepare for other Java programming environments like WebSphere Studio.

☛ **Price: \$799, Units: 16**



Notes Domino 6 JavaScript Course

JavaScript for Notes Domino 6

JavaScript is the language of choice on the web for performing tasks such as validating data and creating cool user interfaces like dialog boxes and roll-over images. Notes and Domino 6 allow the same JavaScript code to work in both a browser and a Notes client. In this course you will learn the basics of the JavaScript programming language, what it can do for you and how you can incorporate it into your Domino applications. First, you will learn the fundamental building blocks of the core JavaScript language, its syntax and how it relates to HTML. You then will become familiar with the JavaScript Object Model and how JavaScript employs object-oriented programming techniques for working with information on web pages. You will use Client-Side JavaScript objects, methods and events to create useful and interesting interfaces for your Domino web pages. Learn how to recreate Notes Client features that Domino can not port to web browsers such as dialog boxes and opening windows. Understand browser compatibility and the differences between the Notes client, Netscape browser, and Microsoft browser and how to handle them. This course is designed exclusively for Domino developers and includes many demonstrations and activities.

☞ **Price: \$499 Units: 10**



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R5 Notes/Domino Core and LotusScript Courses

(As of 1/8/2003)

R5 Application Development

R5 Application Development 1

Learn how to develop Domino R5 applications at your pace and your place! This course is for developers who are new to Notes and Domino application development. Using R5 Notes and Domino Designer, you will learn how to create a Domino database, create forms, add fields to a form, create views, use the formula language, and create agents. Learn how to make your Domino application available on the Web. Enhance your application using framesets, outlines, pages, tables, single category views, hotspots, buttons, and actions. Complete your application by adding help and applying security. This course is packed with demonstrations and activities to quickly get you developing Notes and Domino applications. As you progress through the course, you will build a customer tracking application.

The R5 Application Development 1 course will prepare you for the Lotus R5 Domino Designer Fundamentals certification exam. When you pass this one exam, you will receive a certificate from Lotus indicating your achievement level as a Certified Lotus Specialist (CLS). This exam is also the first of three required exams for certification as a Domino R5 Certified Lotus Professional (CLP) Application Developer.

☛ **On Sale Now! Price: \$499 Units: 16 Save \$300!**

R5 Application Development 2

This course covers advanced R5 Notes and Domino development and design techniques. Learn about the order of execution of field. Techniques for using lists and advanced list manipulation techniques including dynamic tables are covered. Learn about functions to retrieve data from user profile documents. The full Domino security model is presented and demonstrated starting from the top level - server security, working through database and document security, and ending with field level security. Learn to create and use master design templates, use the design synopsis and how to hide a database's design. Learn to integrate Notes mail into your application and design techniques for workflow applications.

This course will prepare you for the R5 Application Security and Workflow certification exam, the second of three exams required for an R5 CLP Application Developer.

☛ **Price: \$799 Units: 12**

R5 Application Development 3

This course focuses on the architecture of the Notes and Domino products. The opening Architecture module describes the components of the Notes/Domino product and the internal components of a Notes database. You will learn how to access and use note identifiers, the relationship between form notes and document notes, how field formulas work on a form, how replication works, and how to design URLs to access Domino objects. In the View module you learn about the architecture of Notes views, how they are indexed, and how to design high performance views. You also learn how to design different view types including Calendar views. The Data Access module describes different techniques to access data from Notes databases and non-Notes databases. Finally, the programming tools available in Domino are introduced in the Programming module.

This course will prepare you for the R5 Application Architecture certification exam, the last of three exams required for an R5 CLP Application Developer.

☛ **Price: \$399 Units: 8**

Get all three of the R5 application development courses PLUS the three practice certification exams with TLCC's **R5 CLP Package** for one great price!

R5 Application Development Update

This course is for experienced R4 application developers who want to learn about the new development features in R5. Learn about new design elements like pages, outlines and framesets. Learn the new tabbed, animated and programmable table styles. Discover what's new in fields, field properties, forms, text formatting, lists, tables, embedded views, images, @Functions and @Commands. Use the new Java applets and controls to provide nicer looking and better functioning applications for both Notes and Web users. Learn the new events and functions to create a custom help system for your users. Take advantage of new R5 features to improve security, searching, space utilization and performance. This course is packed with demonstrations and activities to both show and give you hands-on experience with the many new R5 development features.

☛ **Price: \$449 Units: 9**



R5 LotusScript Courses

R5 Beginner LotusScript

Learn how to use LotusScript to create powerful and easy-to-use applications. LotusScript is an object-oriented programming language very similar to Visual Basic. This course will teach you the basics of the LotusScript language and how to use it to access and operate on Notes objects. The first module will introduce you to the LotusScript programming language and some basic functions to get you started quickly. Next, the basic building blocks of the language are introduced. In Module 3, you will learn the different data types and how and when to use them. Module 4 covers how to work with strings and text. In the next module you use LotusScript statements like IF and For Next to control the flow of your program and you learn how to use the LotusScript looping structures. In Module 6, you use arrays and lists to store your data. The next module introduces you to object-oriented programming and how to use LotusScript and the Notes Object Interface to access and operate on Notes objects. Module 8 describes how to work with Notes document objects and Module 9 focuses on how to work with the current document object. This course is designed for both the programmer who has never worked with object-oriented programming languages before and the experienced coder who wants to learn the Notes Object Interface. As with all TLCC developer courses, expert help from an instructor is only a click away!

☛ **Price: \$599 Units: 12**

R5 Intermediate LotusScript

Builds upon the techniques learned in the *R5 Beginner LotusScript* course. This course expands the student's understanding and mastery of the LotusScript programming language and the Notes Object Interface. The first two course modules feature front-end objects and displaying user dialogs and prompts to build friendly user interfaces. Module 3 teaches techniques for working with Notes fields and Rich Text fields including attachments and embedded objects. The next two modules describe the many different ways to gather and process groups of documents using various search techniques. Module 6 will teach you how to gather and process information using the NotesViewNavigator, NotesViewEntryCollection, and NotesViewEntry classes. The next module will show how you can enhance your applications by adding powerful reporting functions. Module 8 features techniques for generating and sending Notes memos and other documents using the Notes mail system and the NotesNewsletter class. Course material is supported by numerous and effective real-world demonstrations and student activities.

☛ **Price: \$799 Units: 16**

R5 Advanced LotusScript

Learn how to use subroutines, functions, and script libraries to reuse your code and build a library of commonly used routines. Build error-handling into your LotusScript code to effectively trap and handle run-time errors. Discover how to more effectively work with agents by using Notes logs to record agent activity and error messages. Control your agents more effectively by understanding agent security and agent triggers. Learn how to integrate relational database information into your application by using the LotusScript Data Object classes (LS:DO) to read and write data that resides in relational database.

This course is the third and final course in TLCC's series of R5 LotusScript courses. TLCC's R5 LotusScript courses will prepare you for the LotusScript certification exam (273). This exam will enable you to become a Principal CLP.

☛ **Price: \$399 Units: 8**

Get all three of the R5 LotusScript courses with TLCC's ***R5 LotusScript Track Package*** for one great price!



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R5 Notes/Domino Java and Web Development Courses

(As of 9/5/2003)

R5 Web Development Courses

Beginner R5 Domino Web Application Development

Ready to move your Notes application to the web? Great web applications using Domino require knowledge of how Domino works with web browsers along with some special techniques. This course builds on your Notes development skills and adds the knowledge and skills you need to unleash Domino as a world class web development platform to create cool dynamic web sites. You will learn the fundamentals of web application design with Domino. Learn the ins and outs of how to make your application function and look great on the web. Discover how to use HTML to make Notes more "web-like". Learn how to get the most from forms, views, and frames from a web perspective. This course is written exclusively for Domino developers and contains many live demonstrations and activities that you do right in the Domino Designer and your browser. This course will enable you to start developing Domino web applications today!

☛ **Price: \$499 Units: 10**

R5 Beginner JavaScript for Domino

Ever wonder how to open a new window from a button on a Web page or why certain Web applications know that your browser supports frames? It's all done with JavaScript, Netscape's open standard programming language for making dynamic Web pages. In this course you will learn the basics of the JavaScript programming language, what it can do for you and how you can incorporate it into your R5 Domino applications. First, you will learn the fundamental building blocks of the core JavaScript language, its syntax and how it relates to HTML. You will then become familiar with the JavaScript Object Model and how JavaScript employs object-oriented programming techniques for working with Web pages. Finally, you will learn how to use the JavaScript objects, methods and events to create useful and interesting user interfaces. You will learn how to recreate Notes Client features that Domino cannot port to Web browsers. All of this is presented in the Domino environment and includes many demonstrations, activities and lessons. The lessons also include in-depth discussions on the differences between Netscape and Microsoft browsers and how to handle them.

This course will prepare you for the JavaScript certification exam. If you are already an R5 CLP Application Developer, then passing this exam will make you a Principal R5 CLP Application Developer.

☛ **Price: \$399 Units: 8**

Using XML in R5 Lotus Domino Applications

Have you been asked yet, "What is XML and how will it fit into our Domino applications?" If not, you can expect this question before long. XML is the technology driving everything from structured Web content to Business-2-Business transactions. In this course, you will learn the fundamentals of XML and how to use it in Domino applications. Learn the syntax for creating well-formed and valid XML documents. Discover how to use Domino forms and pages to represent XML data stored in a Domino database. Learn how a Domino view design can be used to display multiple Notes documents as well-formed XML. Learn to create LotusScript and Java agents to parse, transform, export, and import XML data in Domino applications. This course is written exclusively for Domino developers and contains many live demonstrations and activities that you do right in the Domino Designer. This course will enable you to start using XML in Domino right away!

☛ **Price: \$399 Units: 8**

Using LotusScript in R5 Domino Web Applications

Successful Domino web applications require the use of agents to provide validation and back end processing for tasks like e-commerce and e-business. These agents perform similar functions to CGI scripts on other web server platforms. One way to create these agents in Domino is to use LotusScript. This hands-on distance learning course will show you how to create LotusScript agents that run when a user opens or saves a document and how to run agents from a web browser. Learn to create WebQuerySave and WebQueryOpen agents, run agents via a URL, pass data from one page to another using query strings, and to use the Print statement to send customized output to a web browser. Many live demonstrations and exercises are provided including examples of e-commerce applications. This course is for experienced LotusScript programmers only.

☛ **Price: \$249 Units: 5**



R5 Java Courses

Beginner Java Programming for R5 Notes and Domino

What do IBM, Sun Microsystems, Oracle and Lotus all have in common? They are all companies that realize that Java is here to stay. All of these companies are leveraging Java to enable standards based access to data in their proprietary systems. Java has emerged as the programming language of choice for web-based applications (Servlets, Java Server Pages, Applets). Domino has supported Java since release 4.6. Learn the basics of the Java language and apply that knowledge to writing Java-based agents. Lessons include how to use Java to access and interact with Domino Objects including the Session, Database, View, AgentContext and Document objects. This course is written exclusively for Notes and Domino developers and contains many live demonstrations and activities that you do right in the Domino Designer. This course will enable you to start programming in Java today!

☛ **Price: \$499 Units: 10**

Intermediate Java Programming for R5 Notes and Domino

Enhance your Java skills with TLCC's *Intermediate Java Programming* course. Learn about the core Java classes to work with strings, numbers, vectors, arrays, and to read and write information. Learn web application techniques like performing field validation, preventing multiple submissions of incomplete forms, and passing data using URL variables. Build a cool web based order form that will hold multiple items. Use the Domino Objects for Java classes to access and work with Notes items, rich text items, documents, views, view entries and document collections. Use a Java agent to build reports to show the information in a database exactly the way you want. This course will take your Java programming capabilities to new levels and really boost your career!

☛ **Price: \$799 Units: 16**



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PASS WITH FLYING COLORS!

(As of 6/16/2003)

Already a R5 CLP or R5 Principal CLP???

Your Current Certification Title	Requires successfully passing test	New Title Earned
CLP Domino R5 Application Developer	601 Notes Domino Application Development Update	CLP IBM Lotus Domino 6 Application Developer
Principal CLP Domino R5 Application Developer and you have passed one of the following tests: <ul style="list-style-type: none"> • 273 LotusScript in Notes for Advanced Developers • 513 Using JavaScript in Domino R5 Applications • 516 Using Java in Domino R5 Applications 	601 Notes Domino Application Development Update	Principal CLP IBM Lotus Domino 6 Application Developer

Not certified as a R5 CLP? To become a Notes Domino 6 CLS or CLP take the following exams:

Notes Domino 6 Certified LotusSpecialist (CLS)	
Take the exam below to be certified.	Course(s) to prepare for the exam
Notes Domino 6 Application Development Foundation Skills (610)	✓ Notes Domino 6 Application Development 1

Notes Domino 6 Certified Lotus Professional (CLP)	
Take both exams below after achieving CLS status.	Course(s) to prepare for the exam
Notes Domino 6 Application Development Intermediate Skills (611)	✓ Notes Domino 6 Application Development 2 (under development)
Notes Domino 6: Developing Web Applications (612) (Exam not available yet.	TBD

Principal CLP IBM Lotus Domino 6 Application Developer (PCLP)	
Exam	Course(s) to prepare for the exam
LotusScript in Notes (190-273)	<ul style="list-style-type: none"> ✓ Beginner LotusScript for Notes and Domino 6 ✓ Intermediate LotusScript for Notes and Domino 6 ✓ Advanced LotusScript for Notes and Domino 6 or ✓ Notes Domino 6 LotusScript Package

The Java and JavaScript exams also will qualify you for PCLP status. See the R5 requirements since the exam is the same for R5 and Release 6.



Release 5 Certifications

R5 Certified LotusSpecialist (CLS)

Take the exam below to be certified.

Exam	Course(s) to prepare for the exam
R5 Domino Designer Fundamentals (190-510)	✓ R5 Application Development 1 for Lotus Notes and Domino (Another option for <u>experienced</u> R4 developers is the R5 Application Development Update course to learn what is new in R5.) or ✓ R5 Application Development CLP Track

R5 Certified Lotus Professional (CLP)

Take both exams below after achieving CLS status.

Exam	Course(s) to prepare for the exam
R5 Application Security and Workflow (190-511)	✓ R5 Application Development 2 for Lotus Notes and Domino or ✓ R5 Application Development CLP Track
R5 Application Architecture (190-512)	✓ R5 Application Development 3 for Lotus Notes and Domino or ✓ R5 Application Development CLP Track

R5 Principal CLP

Take one of the following exams after achieving CLP status.

Exam	Course(s) to prepare for the exam
Using Java in Domino R5 Applications Exam (190-516)	✓ R5 Beginner Java Programming for Notes and Domino ✓ R5 Intermediate Java Programming for Notes and Domino or ✓ Java Programming Package
Using JavaScript in Domino R5 Applications (exam 190-513)	✓ R5 Beginner JavaScript for Lotus Notes and Domino
LotusScript in Notes (190-273)	✓ R5 Beginner LotusScript for Notes and Domino ✓ R5 Intermediate LotusScript for Notes and Domino ✓ R5 Advanced LotusScript for Notes and Domino or ✓ R5 LotusScript Package



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Package Savings

(As of 9/5/2003)

Notes Domino 6 Developer Track Packages

Developer Track Packages combine several related TLCC courses - and put you on the fast track to updated skills! Each package focuses on a particular skill set. To help you become a CLP quickly and cost-effectively, the first Track Package below even includes three practice exams to help you prepare for the Lotus certification exams.

<i>Developer Track Package</i>	<i>Includes</i>
<p>R5 and Notes Domino 6 CLP Package Get certified as an R5 Application Developer AND a Notes Domino 6 Application Developer for 50 to 75% less than the cost of typical classroom training! TLCC's acclaimed R5 Development 1, 2 and 3 courses - along with practice certification exams - will prepare you for all three required Lotus certification exams for R5. Then take TLCC's Notes Domino 6 Application Development Update course to gain your Notes Domino 6 certification. TLCC's convenient, high quality courses allow you to study at your own pace at your home or office. ☛ Price: \$1,499, Save over \$1,000, Access Time: 6 months</p>	<ul style="list-style-type: none"> ✓ R5 Application Development 1 ✓ R5 Application Development 2 ✓ R5 Application Development 3 ✓ Notes Domino 6 Application Development Update ✓ Four practice exams from Self Test Software or CertFX (you choose!) <ul style="list-style-type: none"> • Domino Designer Fundamentals • Application Security and Workflow • R5 Application Architecture • Notes Domino 6 Application Dev. Update ✓ On-line help from an expert instructor is only a click away!
<p>Notes Domino 6 LotusScript Track Learn how to use LotusScript in R5 with TLCC's high quality Beginner, Intermediate, and Advanced LotusScript courses - on your schedule without any travel. Just 7 days of TLCC LotusScript training will quickly make you an expert! This Track Package will also prepare you for the LotusScript certification exam which will earn you the Principal CLP title. ☛ Price: \$1,299, Save \$1,100, Access Time: 6 months</p>	<ul style="list-style-type: none"> ✓ Beginner LotusScript for Notes and Domino 6 ✓ Intermediate LotusScript for Notes and Domino 6 ✓ Advanced LotusScript for Notes and Domino 6 ✓ Free Practice exam from CertFX! ✓ On-line help from an expert instructor is only a click away! <p>The above courses would cost \$2,000 if purchased individually.</p>
<p>Java Programming Special - Domino 6 Learn Java with TLCC's highly acclaimed Notes/Domino training. This package contains TLCC's Beginner and Intermediate Java programming courses. These courses will enable you to start programming in Java today! ☛ Price: \$1,099, Save \$200 Access Time: 6 months</p>	<ul style="list-style-type: none"> ✓ Beginner Java Programming for Notes Domino 6 ✓ Intermediate Java Programming for Notes Domino 6 ✓ On-line help from an expert instructor is only a click away!
<p>Java and WebSphere Developer Package - Domino 6 Learn Java programming by using the Domino Designer client and how to use Java in Notes and Domino applications. Then apply your new Java skills to learn how to create WebSphere applications. ☛ Price: \$1,499, Save \$400 Access Time: 6 months</p>	<ul style="list-style-type: none"> ✓ Beginner Java Programming for Notes Domino 6 ✓ Intermediate Java Programming for Notes Domino 6 ✓ Introduction to WebSphere 5 for Domino Developers ✓ On-line help from an expert instructor is only a click away!

Access Time is how long you have to complete your courses with instructor support.



“Make Your Own” Packages

TLCC’s “Make Your Own” Packages are cost effective and flexible. Each TLCC course has a “unit” value (from 2 to 16 units.) Purchase a package of units, then go to TLCC's Web site and sign up for any course you want. TLCC will track how many units you have remaining. Access Time is how long you have to sign up for your courses and complete them with instructor support.

<i>Package</i>	<i>Price</i>	<i>Access Time</i>
25 Unit Package	\$999	6 months
50 Unit Package	\$1,849	1 year

Release 5 Developer Track Packages

<i>Developer Track Package</i>	<i>Includes</i>
<p>R5 Application Development CLP Package Get certified as an R5 Certified Lotus Professional for 50%-75% less than the cost of typical classroom training! TLCC's acclaimed R5 Development 1, 2 and 3 courses - along with practice certification exams - will prepare you for all three required Lotus certification exams. TLCC's convenient, high quality courses allow you to study at your own pace at your home or office. ☛ Price: \$1,199, Save \$1,000, Access Time: 6 months</p>	<ul style="list-style-type: none"> ✓ R5 Application Development 1 ✓ R5 Application Development 2 ✓ R5 Application Development 3 ✓ Three practice exams from Self-Test Software: <ul style="list-style-type: none"> • Domino Designer Fundamentals • Application Security and Workflow • R5 Application Architecture ✓ On-line help from an expert instructor is only a click away!
<p>R5 LotusScript Track Learn how to use LotusScript in R5 with TLCC’s high quality Beginner, Intermediate, and Advanced LotusScript courses - on your schedule without any travel. ☛ Price: \$1,199, Save \$800, Access Time: 6 months</p>	<ul style="list-style-type: none"> ✓ R5 Beginner LotusScript for Notes and Domino ✓ R5 Intermediate LotusScript for Notes and Domino ✓ R5 Advanced LotusScript for Notes and Domino ✓ On-line help from an expert instructor is only a click away!
<p>R5 Web Development Package Get TLCC’s Beginner Domino Web Application Development and Beginner JavaScript course together at a great price! ☛ Price: \$499, Save \$300, Access Time: 6 months</p>	<ul style="list-style-type: none"> ✓ Beginner R5 Domino Web Application Development ✓ R5 Beginner JavaScript for Notes and Domino
<p>Java Programming Special Learn Java with TLCC’s highly acclaimed Notes/Domino training. This package contains TLCC's Beginner and Intermediate Java programming courses. These courses will enable you to start programming in Java today! ☛ Price: \$999, Save \$400 Access Time: 6 months</p>	<ul style="list-style-type: none"> ✓ Beginner Java Programming for R5 Notes and Domino ✓ Intermediate Java Programming for R5 Notes and Domino ✓ On-line help from an expert instructor is only a click away!
<p>Java and WebSphere Developer Package Learn Java programming by using the Domino Designer client and how to use Java in Notes and Domino applications. Then apply your new Java skills to learn how to create WebSphere applications. ☛ Price: \$1,399, Save \$500 Access Time: 6 months</p>	<ul style="list-style-type: none"> ✓ Beginner Java Programming for R5 Notes and Domino ✓ Intermediate Java Programming for R5 Notes and Domino ✓ Introduction to WebSphere 5 for Domino Developers

Access Time is how long you have to complete your courses with instructor support.



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Corporate Volume Savings

(As of 2/12/2003)

Corporate Developer Packages

Corporate Packages allow an organization to purchase a fixed number of TLCC developer course "units" at tremendous savings and apply those to any employee. The training manager will use a special User ID at TLCC's Web site to register students, assign courses, and view the number of units remaining. Once assigned, the student gets immediate access to the course and can start using TLCC's high quality training courses from any location. TLCC's Web-based tracking application allows the training manager to track what courses were taken by each employee.

TLCC's corporate package customers include IBM/Lotus, Raytheon, Abbott Labs, and the Government of New Zealand. These companies use TLCC's corporate packages to save on their training expenditures, cut back on travel, and have the flexibility to train their employees when they need the skills.

The advantages of TLCC's corporate packages are:

- ✓ **Ease of use** - TLCC's corporate package system is an easy to use education ordering and tracking system for your Domino developers and managers.
- ✓ **Lower your training investment** - TLCC's corporate package pricing is the least expensive way to get TLCC's developer courses and is much more economical than classroom training, PLUS, there are **no travel costs** and students get trained when they need the skills, not when a class is being offered.
- ✓ **Train on your schedule** - Provide your employees with the skills they need at your convenience. Starting a new project which requires new skills? Your employee can get immediate access to a TLCC course and can take the courses at any time and from any location, even while commuting on a train!

<i>Package</i>	<i>Price</i>	<i>Access Time</i>
100 Unit Package	\$3,500	1 year
200 Unit Package	\$6,500	1 year
400 Unit Package	\$10,500	1 year

Here's an example of TLCC's pricing compared to the typical classroom pricing.

	<i>Course Units</i>	<i>Classroom price per training day</i>	<i>TLCC Price per training day</i>	<i>TLCC price compared to classroom</i>
Single Course	varies	\$400 per day	\$200	50%
100 unit corporate package	100	\$400 per day	\$140	29%
200 unit corporate package	200	\$400 per day	\$130	27%
400 unit corporate package	400	\$400 per day	\$105	22%

(Four units are roughly equivalent to one classroom day.)



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User Training

(As of 4/10/2003)

TLCC Notes-Based Training is the easiest, most effective way to train thousands of Notes users simultaneously - at an incredibly low cost per user. For one low site license price for each version of Notes (significantly less than the cost of other training options) you get ALL the courses you need to train your users on that version regardless of whether they have never used Notes before or are upgrading from a previous version of Notes.

Runs on Notes and Domino - When comparing TLCC's Notes user courses to other training methods on the market, the biggest difference - and greatest benefit - is that TLCC courses use the Notes client and are delivered using the Domino server. TLCC courses do not simulate the Notes environment. Instead, they are specifically designed to leverage Notes and Domino as the most effective delivery medium for Notes training. TLCC's user courses are delivered as a set of Notes databases which are easily deployed in your existing Notes and Domino implementation. The best way to deliver Notes training is by *using* Notes - not a simulation of it. All demonstrations and student activities use the Notes client which provides the highest level of learning reinforcement and effectiveness. The advantages of delivering Notes training using Notes include:

- The course is delivered to each student's workstation using your existing Notes and Domino infrastructure.
- No additional hardware, software or licensing requirements.
- No additional classroom, travel, or out-of-office costs.
- Use the familiar Notes client to customize the course content to your specific requirements and to deploy, administer and support the course.
- Integrated student activities are highly interactive and provide immediate reinforcement of lesson material.
- No simulations. Real Notes student activities are the most effective way to reinforce learning.
- Real Notes student activities provide the most engaging, challenging and fun student interaction.

Self-Paced Learning - TLCC's user courses are designed to allow students to proceed through the material at their own pace. Students can start the course at any time and return to the course as needed to learn or review the topics. An instructor monitors the integrated course Discussion database and responds to students' questions. This "open door" design allows thousands of students to take the course at the same time, makes it easy to coordinate training

with your rollout, and reduces the need for course administration and instructor support.

Interactive Student Activities - A student activity is combined with almost every lesson. This learning model provides immediate reinforcement of the important points or procedures in the lesson and maximizes retention. TLCC's Notes user courses use three types of activities:

- **Practice Activities** allow a student to practice what was learned to provide immediate reinforcement.
- **Setup Activities** allow a student to customize their personal Notes setup after learning about a setup option. The student not only learns the Notes client, but also starts to customize it for their needs as they go through the course. An example of a setup activity is enabling an automatic signature for mail.
- **Learning Buddy Activities** involve another student to reinforce concepts related to collaborative activities such as mail, group scheduling, and group To Do's.

Course Discussion Monitoring and Support -

TLCC's user courses include a Discussion database which takes advantage of Domino's proven collaboration capabilities. The course Discussion database allows students to post questions linked to the lessons in the course. The Discussion database provides a communication link between your user support team and the students as they are taking the course. The advantages of providing course discussion monitoring and support are:

- Allows you to provide individual and specific student support.
- Students can get help and do not feel they have nowhere to turn if they are "lost."
- Provides immediate feedback during the rollout and training phases of your project.
- Students can learn from other students' questions and answers.

Help system - Context-sensitive help is available to describe how to use the course, how to post questions and how to review course-related discussion.



Module Self-Assessments or Quizzes - Each module includes a self-assessment quiz. The format for the self-assessments is Multiple Choice and True/False questions. For each question, the student can display the correct answer and compare their response. Self-assessments provide immediate feedback, allowing the student to assess their understanding of material presented in the current course module.

Optional Final Exam - An optional final exam can be enabled to test each student on their comprehension of the material or to ensure compliance with mandatory course completion policies. Detailed exam summary results are posted in the Exams database, allowing an Exam Administrator to identify students who may require additional training.

Optional Course Customization - The material in the TLCC user courses can be customized to best suit the needs of the target students and your implementation. Detailed procedures and customization recommendations are included in the *Course Setup*

Database which is included with the course material. The advantages of TLCC course customization include:

- Customize course content to best suit the needs of the target students and your implementation.
- Create and customize different versions of the course for different groups of students.
- Use the familiar Notes client to easily customize the course content.

Flexible Delivery - Students take TLCC's courses using a Notes client. The course can be accessed from a Domino server or can be downloaded to the student's computer and taken locally. Mobile and remote users can take the course locally without using expensive and/or slow connections to a Domino server. Students take the course geared for their needs, either a new Notes user or a user who is upgrading to a new version of Notes. This wide flexibility of access options accommodates different company and student needs.

System Requirements - A Notes client is needed by each student to be able to take the course and do all demonstrations and activities. The Notes client has to be the same version of Notes as the course. For example, a student taking the **R5 to Notes 6 User Update** course would need a Release 6 Notes client. The course materials can be placed on a Domino server or the local Notes client. However, a Notes R5 client can be used to view the lessons in the Release 6 user courses and to take the quizzes and final exam. This allows the users to get started learning about Release 6 before their migration to the Notes 6 client software.

Course Pricing - TLCC's user courses are sold via a one-time site license based on the number of users in the Domino Directory (Public Name and Address Book). The site license includes access to the update course and the course for new Notes users for that version of Notes (R5 or Release 6.) The site license pricing is as follows:

<i>Number of users in Directory</i>	<i>Release 5 Sale Price</i>	<i>Release 6 Price</i>	<i>Upgrade to Release 6 from R5 ⁽¹⁾</i>	<i>Maintenance (per year) ⁽²⁾</i>
1 to 25 users	\$360	\$600	\$300	\$90
26 to 50 users	\$600	\$1,000	\$500	\$150
51 to 100 users	\$1,080	\$1,800	\$900	\$270
101 to 250 users	\$1,800	\$3,000	\$1,500	\$450
251 to 500 users	\$2,400	\$4,000	\$2,000	\$600
501 to 1,000 users	\$3,000	\$5,000	\$2,500	\$750
1,001 to 3,000 users	\$4,200	\$7,000	\$3,500	\$1,050
3,001 to 5,000 users	\$5,400	\$9,000	\$4,500	\$1,350
Unlimited number of users	\$9,000	\$15,000	\$7,500	\$2,250

(1) This upgrade price is only available for customers with a current maintenance agreement. **Upgrade pricing expires on 6/30/2003.**

(2) TLCC provides support for installation related questions for 30 days after purchase. Purchase of a maintenance contract allows for access to download the latest releases of the user courses and installation and customization support beyond the 30-day period.

Free demonstrations of TLCC's user courses are available at <http://www.tlcc.com/users>.



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User Courses Descriptions and Outlines

(As of 1/23/2002)

Notes Domino 6 User Courses

Description - *R5 to Notes 6 User Update*

The *R5 to Notes 6 User Update* course is designed for R5 users who are upgrading to Notes 6. This course will prepare end users to use the new features of the Notes 6 client, including Quick Notes and toolbars. End users are taught the enhancements to Notes 6 mail, address book, calendar, text editing, view customization, security and mobile support. The course includes many integrated, hands-on practice and setup activities to reinforce your learning and provide you with immediate feedback. For additional feedback, each course module includes a self-assessment quiz and a final exam.

Outline - *R5 to Notes 6 User Update*

Module 1 - Notes 6 Introduction - This module introduces the new features of Notes 6.

Module 2 - Notes 6 Look and Feel - This module describes the new features of the Notes 6 user interface. Detailed procedures as well as usage tips and hands-on activities are presented for each new feature of Notes 6.

Module 3 - Notes 6 Mail - This module describes the new features and other changes in Notes 6 mail.

Module 4 - Notes 6 Calendar - This module describes the new features and other changes in the Notes 6 calendar.

Module 5 - Notes 6 Editing Features - This module describes the enhancements for editing rich text in Notes 6. Notes 6 includes many improvements to tables, views, attachments and paragraph.

Module 6 - Other New Notes 6 Features - This module describes other enhancements introduced in Notes 6 such as customizing views, printing, and more.

Module 7 - Notes 6 for Mobile Users - This module discusses the new options available to mobile Notes 6 users or users working with local replicas of databases. If your end users do not need this module the course can be customized to remove this module.

Description - *Using Notes 6*

The *Using Notes 6* course is designed to teach Notes 6 to new Notes users. Students will learn about the Notes user interface controls and the basic elements found in all Notes applications. This course provides detailed coverage of the Notes Mail, Calendar, To Do List applications, Notes editing features, Notes searching features, and the many useful Internet integration features available in Notes. They will also learn how to customize and personalize Notes to the way they work. The course includes many integrated, hands-on practice and setup activities to reinforce the student's learning and provide immediate feedback. For additional feedback, each course module includes a self-assessment quiz and a final exam.

Outline - *Using Notes 6*

Module 1 - Introduction to Notes

Module 2 - Notes User Interface Controls

Module 3 - Notes Databases and Applications

Module 4 - Notes Editing Features

Module 5 - Notes Mail and Address Book

Module 6 - Notes Calendar and Meetings

Module 7 - Managing Your To Do List

Module 8 - Customizing and Personalizing Notes

Module 9 - Searching with Notes

Module 10 - Surfing with Notes

Module 11 - Advanced Notes Editing Features

Module 12 - Advanced Notes Mail Topics

Module 13 - Notes Mobile and Remote Support



Release 5 User Courses

Description - *R5 Notes User Update*

The *R5 Notes User Update* course is designed to teach the new Notes R5 client to a Notes 4.x user.

This course will prepare you to use the new features in the R5 client, including the Task Bar, Welcome Page, Bookmarks, Navigation Buttons, and Database Subscriptions. In addition, this course covers enhancements to R5 mail, address book, calendar, and To Do List. This course also addresses text and table editing enhancements, mobile support, Web searching, and Web surfing.

The course includes many integrated, hands-on practice and setup activities to reinforce your learning and provide you with immediate feedback. For additional feedback, each course module includes a self-assessment quiz.

Outline - *R5 Notes User Update*

- Module 1 - Notes R5 Introduction
 - Module 2 - Notes R5 User Interface
 - Module 3 - R5 Mail and Address Book
 - Module 4 - R5 Calendar and To Do List
 - Module 5 - New Editing Features
 - Module 6 - Customizing and Personalizing Your R5 Client
 - Module 7 - Surfing and Searching with R5
 - Module 8 - Mobile Support in R5
-

Description - *Using R5 Notes*

The *Using R5 Notes* course is designed to teach R5 Notes to new Notes users.

This course will prepare you to use the R5 Notes client. You will learn about the Notes user interface controls and the basic elements found in all Notes applications. This course provides detailed coverage of the Notes Mail, Calendar, and To Do List applications. You will learn about Notes editing features, Notes searching features, and the many useful Internet integration features available in Notes. You will also learn how to customize and personalize Notes to the way you work.

Outline - *Using R5 Notes*

- Module 1 - Introducing Notes
- Module 2 - Notes User Interface Controls
- Module 3 - Notes Databases and Applications
- Module 4 - Notes Editing Features
- Module 5 - Notes Mail and Address Book
- Module 6 - Notes Calendar and Meetings
- Module 7 - Managing Your To Do List
- Module 8 - Customizing and Personalizing Notes
- Module 9 - Searching with Notes
- Module 10 - Surfing with Notes
- Module 11 - Advanced Notes Editing Features
- Module 12 - Advanced Notes Mail Topics
- Module 13 - Notes Mobile and Remote Support