

Nintex 2013 Administrator

Module 1: Overview

A simple introduction module.

After completing this module, students will be able to:

Understand your course, classroom, classmates, facility and instructor.

Module 2: Introduction to Nintex

In this module, you will learn about the various Nintex products and how they work together to provide a cohesive software solution that complements SharePoint Server. You will also review the Nintex Licensing models.

Lessons

Nintex Introduction

Nintex Licensing

After completing this module, students will be able to:

Describe the various Nintex Products

Describe the licensing models for Nintex

Understand how Nintex integrates with SharePoint

Module 3: Installing and Configuring Nintex Workflow

In this module, you will learn how to install and configure Nintex Workflow; this included creating databases, enabling workflow actions on web applications, configuring LazyApproval, message templates, workflow constants and holidays.

Lessons

Hardware and Software Requirements

Installing Nintex Workflow

Configuring Nintex Workflow

Enabling Workflow Actions

Lazy Approval

Misc Configuration Topics

Lab : Installing Nintex Workflow

Install Nintex Workflow on on-premises SharePoint Farm

Install the Nintex Exchange Connector Service

Lab : Configuring Nintex Workflow

Configure Nintex Workflow

Installing a License

Managing Nintex Databases

Enabling Workflow Actions

Configuring Global Settings

Manage LazyApproval Settings

Message templates

Workflow Constants

Adding holidays

Exploring Miscellaneous farm configuration settings

Lab : Configuring Nintex Workflow for Sites

Configure Nintex Workflow for Site Collection

Lab : Working with NWADMIN

Explore features of NWADMIN.exe

Lab : Installing Custom Components (Optional)

Adding user defined actions

After completing this module, students will be able to:

Install Nintex Workflow Licenses

Configure Nintex Databases

Enable Workflow on Web applications

Enable Workflow Actions

Describe and manage Lazy Approval

Manage Holidays

Add Workflow Constants

Module 4: Installing and Configuring Nintex Forms

In this module, you will learn how to install and configure Nintex Forms and what form controls and device templates are and how to configure them.

Lessons

Installing Nintex Forms

Configuring Nintex Forms

Form Controls

Device Layouts

Lab : Installing Nintex Forms

Install Nintex Forms

Lab : Configuring Nintex Forms

Manage Licensing

Manage the Forms Databases

Explore out of box forms controls

Explore device layouts

Lab : Custom Nintex Form components

Install Custom Form Control

Import Custom Forms Controls

Add new Device Layout

Import new Device Template

Lab : Configure Nintex Forms for Sites

Configure Nintex Forms on a Web Application

Configure Nintex Forms on a Site Collection

After completing this module, students will be able to:

Install and configure Nintex Forms

Describe the out of box Form Controls

Describe the out of box Device Templates

Import custom form controls and device templates

Module 5: Installing and Configuring Nintex Live

In this module, you will learn about Nintex Live and how to install and configure it into your environment.

Lessons

Introduction to Nintex Live

Installing Nintex Live

Configuring Nintex Live

Lab : Installing and Configuring Nintex Live

Install Nintex Live

Configure and Enable Nintex Live for Workflows

Configure and Enable Nintex Live for Forms

After completing this module, students will be able to:

Describe Nintex Live features

Install and configure Nintex Live

Module 6: Testing Your Configuration

In this module, you will learn how to create workflows, forms and use Nintex Live.

Lessons

Creating and Using Workflows

Creating and Using Forms

Nintex Mobile

Lab : Creating a Nintex Workflow

Create a Nintex Site Workflow

Create a Nintex List Workflow

Explore Nintex Actions

Lab : Creating a Nintex Form

Create Nintex List Form

Create Nintex Workflow Form

Use out of box Form Controls

Use custom Form Controls

Explore Device Templates

Lab : Using Nintex Live

Using Nintex Live to download new Actions

After completing this module, students will be able to:

Create and use Nintex Workflows

Create and use Nintex Forms

Work with Nintex Live features

Module 7: Workflow Reporting

In this module, you will learn about the out of box reports provided by Nintex and how to create your own reports.

Lessons

Administrative Reporting

Workflow Reporting

Lab : Working with Nintex Reports

Explore Administration Reports

Add a new custom Report

Lab : Creating custom reports

Create a more advanced Workflow Report

After completing this module, students will be able to:

Describe and use the out of box Administrative Reports

Describe and use the out of box Workflow Reports

Create your own custom workflow reports

Module 8: Backup, Restore and Upgrades

In this module, you will learn how to backup, restore and upgrade Nintex Components.

Lessons

Backup

Restore

Upgrading

Lab : Backup Nintex

Backup Nintex Workflow and Forms databases

Backup SharePoint Content Databases

Lab : Restore Nintex

Restore Nintex Workflow & Forms

Lab : Upgrade Nintex

Upgrade a Nintex Instance

After completing this module, students will be able to:

Backup Nintex and SharePoint components

Restore Nintex and SharePoint components

Module 9: Nintex for Project Server

In this module, you will learn to install and configure Nintex for Project Server.

Lessons

Nintex For Project Server Intro

Lab : Installing and Configuring Nintex For Project Server

Install Nintex for Project Server

Configure Nintex for Project Server

Test Nintex for Project Server

Lab : Creating Nintex Project Server Workflows

Create a Nintex Project Server Workflow

After completing this module, students will be able to:

Describe the features of Nintex for Project Server

Install and configure Nintex for Project Server

Create workflows for Project Server projects