

Policy and Training Specialist Program Requirement Checklist

University Course Options				Site Build
<input type="checkbox"/> PowerDMS Administration	OR	<input type="checkbox"/> University Live: Administration		
<input type="checkbox"/> Creating Groups & Managing Security		<input type="checkbox"/> University Live: Groups and Securities		
			<input type="checkbox"/> Administration & Security	
<input type="checkbox"/> Getting Started as a Subscriber in Content Hub	No University Live Equivalency			
<input type="checkbox"/> Getting Started as a Publisher in Content Hub				
			<input type="checkbox"/> Content Hub	
<input type="checkbox"/> Creating Folders and Uploading Documents	OR	<input type="checkbox"/> University Live: Document Management		
<input type="checkbox"/> Managing Documents				

<input type="checkbox"/>	Revising Documents	OR	<input type="checkbox"/>	University Live: Signatures & Revisions	
<input type="checkbox"/>	Document Signature Assignments				
<input type="checkbox"/>	Document Reporting	No University Live Equivalency			
<input type="checkbox"/>	Managing Connections with Google Drive & OneDrive				
<input type="checkbox"/>	Using Document Workflows	OR	<input type="checkbox"/>	University Live: Document Workflows	
<input type="checkbox"/>	Advanced Workflows & Training Requests	No University Live Equivalency			
					<input type="checkbox"/> Document Management & Workflows
<input type="checkbox"/>	Public Facing Documents	No University Live Equivalency			
<input type="checkbox"/>	PowerDMS Mobile App Basics				
					<input type="checkbox"/> Public-Facing Documents
<input type="checkbox"/>	Creating Tests	OR	<input type="checkbox"/>	University Live: Tests & Surveys	
<input type="checkbox"/>	Creating Surveys				



<input type="checkbox"/> Creating Certificates		<input type="checkbox"/> University Live: Certificates	
<input type="checkbox"/> Creating Basic Courses		<input type="checkbox"/> University Live: Courses	
<input type="checkbox"/> Managing Advanced Courses	No University Live Equivalency		
			<input type="checkbox"/> Training Management