This course constitutes a comprehensive review of Standard Document Management functionality. In addition, the content is built to support topic-based course configurations. In this course, you will learn the basic skills necessary to perform typical document management tasks using Windchill PDMLink 10.1. You will learn document management skills, such as creating and modifying documents.

At the end of each module, you will complete a skills assessment. The questions are used to help reinforce your understanding of the module topics and form the basis for review of any topics, if necessary.

**Course Objectives**

- Identify the capabilities of a standard document
- Set document preferences
- Create documents
- Modify documents
- Revise documents
- Create document relationships
Prerequisites

- WBT-3700-0 Locate and View Information with Windchill PDMLink 10.1

Audience

- This course is intended for any user that will manage documents within Windchill PDMLink.
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