Overview

In this course, you will learn the basic skills necessary to perform typical document management tasks using Windchill Service Information Manager 10.2. You will learn document management skills, such as creating and modifying documents. This course constitutes a comprehensive review of Standard Document Management functionality. In addition, the content is built to support topic-based course configurations.

You will complete Pro/FCIENCY skills assessment questions for each topic. These questions are used to help reinforce your understanding of the course topics.

Course Objectives

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

Prerequisites

- Locate and View Information with Windchill Service Information Manager 10.2

Audience

- This course is intended for any user who will manage documents within Windchill Service Information Manager. People in related roles will also benefit from taking this course.
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