



Course Outline – TM1 End User Training

This one-day course will discuss the basic structure of TM1 utilisation, and review the functionality of TM1 in a hands-on environment. Its purpose is to give a good basic understanding of TM1 and its capabilities.

Who should attend:

This course is intended as an introduction to TM1 and would be of benefit to all TM1 users. The course will cover sufficient basic skills for students to use TM1 as a budgeting and reporting tool. Participants should have a basic knowledge of managerial accounting, Microsoft Excel and the Microsoft Windows operating system.

Topics covered:

1. TM1 Environment and Terminology <ul style="list-style-type: none">Operational OverviewOLAP and TM1Data points and multidimensionalityDimensions, subsets and elementsData cubes 2. Using TM1 <ul style="list-style-type: none">TM1 Server (network)Accessing the networkBrowsing network cubesClient security featuresDisconnecting from the TM1 serverUsing passwords 3. Browsing a Cube <ul style="list-style-type: none">Cube Viewer navigationSubset Editor and navigationStacking dimensionsSandboxesCreating and saving viewsUsing other browse featuresSpreader functionality 4. TM1 Web <ul style="list-style-type: none">Logging in to TM1 WebView a Websheet	5. Excel Hot Tips for TM1 Productivity <ul style="list-style-type: none">Data EntryNavigationSelectionFormattingFiltering a data rangeCreating a drop down listDataspreading – an alternative to data entryExcel short cut keys 6. Slicing Cube Data <ul style="list-style-type: none">Slicing data views into Excel worksheetsEntering data into the cubeAvoiding huge slicesCreating Active Forms 7. Designing TM1 Reports in Excel <ul style="list-style-type: none">Manipulating TM1 formulae in ExcelFormatting an Active Form 8. CALUMO Reporting and Analysis <ul style="list-style-type: none">Error TracingCopy and pasteUsing other CALUMO features
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Participants will be supplied with a course manual that has been designed to be used after the training as a valuable reference. Lunch, morning and afternoon tea is provided.

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