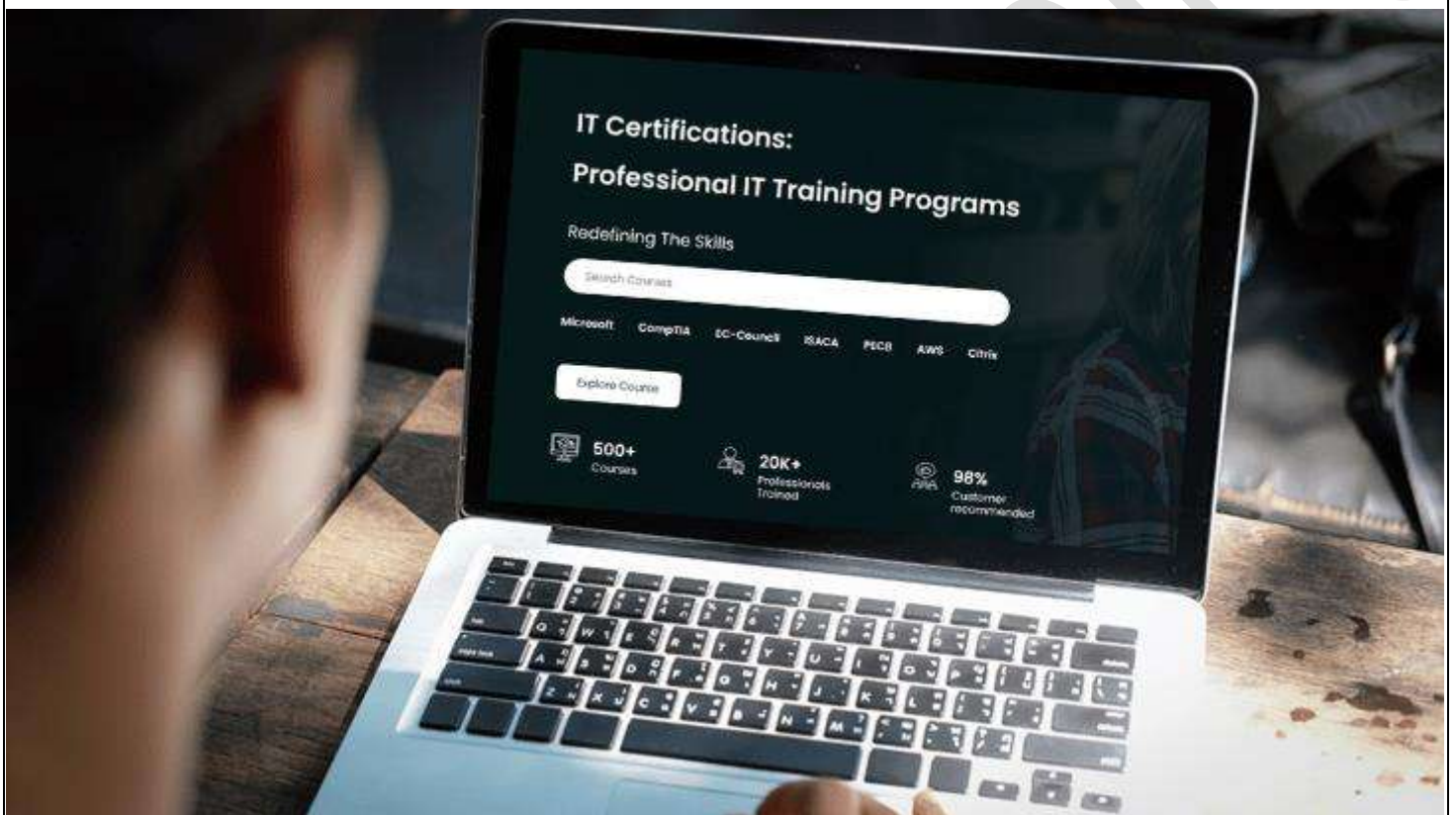




Redefining The Skills



55220: NINTEX FORMS AND MOBILE TRAINING

Duration: 1 Day

Course Description

This one-day instructor-led training will teach you how to create forms for use with Nintex Workflow 2013 and SharePoint 2013 using Nintex Forms and Nintex Mobile.

Without using any code, Nintex Forms 2013 makes it simple to develop and fill out interesting forms online. The Introduction to Nintex Forms section of the course introduces the vocabulary and places where forms can be constructed.

The next thing you'll see is how quickly and easily simple forms can be developed, then a succession of forms that get progressively more dynamic as they use data from lists, libraries, and processes to show off the product's full potential.

After you have mastered the building blocks for forms, we will move on to the form's appearance and feel. You will learn how to modify the branding of specific forms, including their backgrounds and logos, to ensure that they are consistent with your corporate identity. We'll also demonstrate how to edit the templates that are employed to create new forms.

The course closes by demonstrating how to leverage Nintex Live and Nintex Mobile to make your forms fillable outside of your SharePoint environment.

Training Exclusives

- Live instructor-led interactive sessions with Microsoft Certified Trainers (MCT).
- Access to Microsoft Official Courseware (MOC).
- Real-time Virtual Lab Environment.
- Experience 24*7 Learner Support.
- Self-paced learning and flexible schedules.

Who should attend this course?

- Anyone may enroll in this course; however, it would be beneficial if they had some prior experience using SharePoint as a Site Owner.

What you will learn

- For usage in SharePoint lists and libraries, create forms.
- Make forms for Nintex Workflow usage.
- Utilize Nintex forms' extensive features, such as recurring parts and calculations.
- Form branding can be altered to include certain logos and color schemes.
- Create forms that can be filled offline by users by publishing them to Nintex Live and Mobile.

Prerequisites

- Despite the fact that anyone can attend, it would be helpful if they had experience using SharePoint as a Site Owner.
- The 3-day Nintex Workflow 2013 course should be taken before the Nintex Forms course if you want to use Nintex Forms with Nintex Workflow but are not an experienced user of Nintex Workflow.

Curriculum

Module 1: Introduction to Nintex forms

This module provides an introduction to Nintex Forms showing how it integrates with SharePoint and Nintex Workflow and Nintex Live. We also review some of the key features which make Nintex Forms unique.

Lessons

- Introduction to Nintex forms 2013
- Feature Overview
- Types of form
- Form controls

After completing this module, students will be able to:

- Understand how Nintex Forms integrates with SharePoint and Nintex Workflow and Nintex Live.

Module 2: Getting started with Nintex forms

This module moves from the theory of form design to actually creating basic forms using a variety of controls such as drop-down menus and checkboxes.

Lessons

- Using the form design interface
- Building basic forms
- Grids, guides and snap
- Form size
- Undo, version history and preview
- Save, publish and delete
- Form redirect
- Demonstrations of Forms in:
- Lists
- Libraries
- Workflows

After completing this module, students will be able to:

- Be able to create basic forms using a variety of controls such as drop-down menus and checkboxes.

Module 3: Building Rich Forms

Having mastered creating basic forms in module two we now look at the more advanced options available with Nintex Forms including.

Lessons

- Nintex Workflow start forms
- Repeating sections and List Lookups
- Using rules to hide or disable part of a form with panels

After completing this module, students will be able to:

- Understand more advanced options available with Nintex Forms.

Module 4: Form Styles

Now that your forms work the way that you want them to we next spend some time to get them looking great. You will learn how to edit the component of an individual form to ensure that they conform to your

companies' style guide or branding. At first we focus on editing individual forms and later we will look at how to edit the default styles that are applied when a new form is created – this is a great way to ensure that all new forms are consistent and align with your corporate branding.

Lessons

- Edit individual forms
- Logo
- Background
- Borders
- Control settings including borders, colors, and fonts
- Rules to apply conditional formatting
- Advanced form Styles
- Update the form template
- Cascade style sheet

After completing this module, students will be able to:

- Understand how to edit the component of an individual form to ensure that they conform to your company's style guide or branding.

Module 5: Mobile Forms

Your forms are now easy to use and look great on a desktop computer but nowadays many people use mobile devices to read and capture data while traveling. This module will show you how to customize forms for use on specific mobile devices and how to publish forms so they can be completed from outside of your SharePoint environment either via the internet or offline. As always this will be done without the need for code or technical support, all of this is within reach of a typical end user.

Lessons

- Introduction to Nintex Live and Nintex Mobile
- Form Layouts for Mobile devices
- Mobile-specific form controls
- Add photos
- Add video
- Add location
- Complete forms while offline

After completing this module, students will be able to:

- Understand how to customize forms for use on specific mobile devices and how to publish forms so they can be completed from outside of your SharePoint environment either via the internet or offline.

For any query Contact Us – Microtek Learning
