COSIMA go! Basic Know-how
Training information
1 Organisation and agenda

Basic information
Term: 9:00 am - 4:00 pm
Lunch break: approx. 12:00 pm - 1:00 pm
Location: Bamberg, training room (Pavillon)

Training agenda
Welcome & introduction
- Introduction of trainer and participants
- Training objectives and topics
- Methodical approach
Concepts
- What is COSIMA?
- Modularisation
- Document structure
Plan
- Roles and rights
- Folder
Create
- User interface
- Perspectives and views
- Icons and decorators
- Editing objects und content
Review
- Validation
- Comment service
Publish
- Preview
- Create formats
Translate
- Overview: translation process
- Language variants
COSIMA concepts: a summary
- Object hierarchy
- Meta data
- Validities
- Status concept
- Versioning
Conclusion of the training and feedback