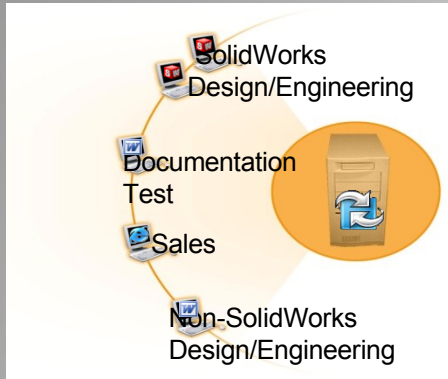


# Adminstrating SolidWorks Workgroup PDM

## Course Information



This course focuses on the fundamental skills and concepts central to the successful use of SolidWorks Workgroup PDM. The intended audience for this course is vault administrators.

Course Length: 1 day  
Hours: 8:30am – 4:30pm

#### Prerequisite:

- Basic Experience with the SolidWorks software, SolidWorks File structure and referencing
- Windows Operating System

#### Includes:

- Color Training Manual
- Completion Certificate

#### Course Contents:

- Planning for PDM**
  - The Planning Process of SolidWorks Workgroup PDM
  - Data Management Plan
  - Transition Plan
  - The VaultAdmin Tool
- SolidWorks Workgroup PDM Setup**
  - Administrator Topics
  - The Vault – Backup and Restoration
  - VaultAdmin Tool and Settings
  - User Accounts
  - Projects – Access and Settings
  - Revision Scheme
  - Lifecycles
  - Standard Libraries
  - Vault Settings
  - Custom Properties
  - Revision Table
  - Triggers
- Maintaining the Vault**
  - Tree Options
  - Maintaining User Accounts
  - Regaining Disk Space
  - Archiving Files
  - Update Software
  - File Conversion
- Administration Tasks**
  - Mapping Custom Properties
  - Copy Project
  - Bulk Loading Files
  - Transferring Projects between Vaults



**Concepts In Production, LLC**

Reducing Time to Market

Romans 8:28

- Certified Instructors leading training at our state-of-the art facilities
- Classes offered in several locations in MS, AL, and TN
- CIP is an Authorized SolidWorks Training Center
- CIP offers classes on customer site  
Contact the Sales Dept  
662-256-8333
- Schedule:  
[www.conceptsinproduction.com](http://www.conceptsinproduction.com)
- Contact:  
[info@conceptsinproduction.com](mailto:info@conceptsinproduction.com)