

# SolidWorks Workgroup PDM Contributor Course Information

This course focuses on the fundamental skills and concepts central to the successful use of SolidWorks Workgroup PDM. The intended audience is people who do not use SolidWorks but still manage SolidWorks Files.

Course Length: 1/2 day  
Hours: 8:30am – 12:30pm

#### Prerequisite:

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

#### Includes:

- Color Training Manual
- Completion Certificate

#### Course Contents:

- PDM Concepts and File Management**
  - The Four Pillars of PDM
  - SolidWorks Workgroup Overview and Components
  - Basic Rules
  - SolidWorks File Management
  - File References
  - Opening and Saving Files
  - File Properties
  - External Reference Search Order
- SolidWorks Explorer and SolidWorks Workgroup PDM Add-In**
  - SolidWorks Workgroup PDM Contributor
  - Renaming Components
  - SolidWorks Workgroup PDM Add-In
- Managing Files with SolidWorks Workgroup PDM Add-In**
  - Document Check In Process
  - Revision Scheme
  - Working on Vaulted Documents
  - Reporting
  - Searching and Searching for Documents
  - Searching for Documents in the Vault
  - Explain Access
- SolidWorks Workgroup PDM Viewer**
  - SolidWorks Workgroup PDM Viewer



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