

## ***Training and Certification Overview***

This document explains the various prerequisites to earning available TransitionManager certifications. Each training and associated certification(s) is depicted on the diagram below and explained further through the rest of the document.

USER TRAINING.....	2
TransitionManager Associate Certification.....	2
DATA SCRIPT DESIGN.....	2
Data Script Designer Certification.....	2
INTRODUCTION TO TMCONSOLE.....	2
TMConsole Associate Certification.....	2
RECIPE DESIGN.....	3
Recipe Designer Certification.....	3
REPORT DESIGN.....	3
Report Designer Certification.....	3
TM Professional Certification.....	3
TM Expert Certification.....	3
DEPLOYING TM AND TMC.....	4
TM and TMC Installer Certification.....	4
TM For Project Managers.....	4
TM For PM Certification.....	4
SALES SPECIALIST.....	4
TM Sales Specialist Certification.....	4
TM DEMONSTRATOR.....	4
TM Demo Expert Certification.....	4
TM INTEGRATION BUILDING.....	5
TM Automation Builder Certification.....	5

# TransitionManager

## USER TRAINING (6hrs)

### *TransitionManager Associate Certification (60min)*

*Participants will become aware of all features and capabilities of the TransitionManager Platform and understand where it fits into their business ecosystem and/or methodologies. This is the first available training/certification and should be completed by every user of TM.*

*Training (prerequisites: none)*

1. View training content or attend a live session (*includes 2 courses*)
2. Explore Training Exercises

*Certification*

1. Pass assessment (multiple choice questions)

## DATA SCRIPT DESIGN (8hrs)

### *Data Script Designer Certification (60min)*

*Participants will become familiar with the Data Scripting DSL used within TransitionManager. The concepts surrounding various scenarios when data scripts should be used as well as the script syntax and best practices will be covered. Certification demonstrates a resource's familiarity with core Data Scripting concepts and skills.*

*Training (prerequisites: TM User Training)*

- View training content or attend a live session
- Explore Training Exercises

*Certification*

- Pass assessment (multiple choice questions)

## INTRODUCTION TO TMCONSOLE (2hrs)

### *TMConsole Associate Certification (60min)*

*Participants will become aware of all features and capabilities of the TransitionManagerConsole application, learning how it works alongside TransitionManager and understanding where it fits into their business ecosystem and/or team's methodology.*

*Training (prerequisites: TM User Training)*

- View training content or attend a live session
- Explore Training Exercises

*Certification*

- Pass assessment (multiple choice questions)

# TransitionManager

## RECIPE DESIGN (8hrs)

### *Recipe Designer Certification (60min)*

*Participants will become familiar with the Recipe (DSL) scripting capabilities used within TransitionManager. The concepts surrounding workflow generation within TransitionManager and the Recipe script's syntax will be covered along with best practices for writing the DSL. Certification demonstrates a resource's familiarity with core Recipe writing concepts and skills.*

*Training (prerequisites: TM User Training)*

- View training content or attend a live session
- Explore Training Exercises

*Certification*

- Pass assessment (multiple choice questions)

## REPORT DESIGN (4hrs)

### *Report Designer Certification (60min)*

*Participants will become familiar with the TM Reporting capabilities available within TransitionManager. Pre-built and customizable reports will be explored, equipping users with the ability to interpret and present data from reports and build reports of their own. Certification demonstrates a resource's familiarity with core Reporting concepts and skills.*

*Training (prerequisites: TM User Training)*

- View training content or attend a live session
- Explore Training Exercises

*Certification*

- Pass assessment (multiple choice questions)

### *TM Professional Certification (90min)*

*Participants will be able to sit for the Professional certification assessment when they've earned all related associate level certifications. There is no additional training course required, but a more rigorous scenario-based assessment must be passed in order to earn this certificate.*

*Certification (prerequisites: ALL Foundational Level Certifications excluding Sales Specialist)*

- Pass assessment (multiple choice questions) after completing all related Foundational Level certifications.

### *TM Expert Certification (60min assessment, 60 presentation, + logged hours (TBD))*

*Participants will be able to sit for the TM Expert certification assessment and presentation when they've earned the TM Professional certification and logged a to-be-determined number of hours using the TransitionManager platform and TMConsole. Logged hours must span across various domains of use (i.e. all hours cannot be logged writing Recipes)*

*Certification (prerequisites: TM Professional Certification)*

- Pass assessment (multiple choice questions) after completing all related Foundational Level certifications.

# TransitionManager

## DEPLOYING TM AND TMC (4hrs)

### TM and TMC Installer Certification (60min)

Participants will become aware of the requirements and process for deploying new instances of TransitionManager and new installations of TMConsole.

Training (prerequisites: TM User Training)

- View training content or attend a live session

Certification

- Pass assessment (multiple choice questions), demonstrate ability to deploy both TM and TMC.

## TM For Project Managers (6hrs)

### TM For PM Certification (60min)

Participants will become familiar with the TM platform from a PM's perspective. This course builds on User Training and Report Design training highlighting how PM's can be more efficient and effective by streamlining their responsibilities through the use of TransitionManager. Certification demonstrates a resource's familiarity with core Project Manager-centric concepts and skills within TransitionManager.

Training (prerequisites: none)

- View training content or attend a live session (includes 3 courses)

Certification

- Pass assessment (multiple choice questions)

## SALES SPECIALIST (6hrs)

### TM Sales Specialist Certification (60min)

Participants will become aware of the core value propositions and structure of how TransitionManager Platform is purchased, licensed throughout the sales cycle. Participants will learn how to better tout TransitionManager's values and understand how to, from a high level, structure a deal based on the inherent modularity of the software's feature set.

Training (prerequisites: none)

- View training content or attend a live session (includes 2 courses)

Certification

- Pass assessment (multiple choice questions)

## TM DEMONSTRATOR (4hrs)

### TM Demo Expert Certification (60min demonstration and assessment)

Participants will learn how to deliver a presentation that highlights TransitionManager values while navigating an active instance of the software.

Training (prerequisites: TM Sales Specialist Certification)

- View training content or attend a live session
- Complete Training Exercises

Certification

- Pass assessment (multiple choice questions), perform a TM demonstration live

## TM INTEGRATION BUILDING (8hrs)

TM Automation Builder Certification (60min assessment, +demonstration prep and delivery time)

Participants will gain skills needed to build their own integrations with third party software.

Training (prerequisites: TM Professional Certification)

- View training content or attend a live session
- Complete Training Exercises

Certification

- Pass assessment (multiple choice questions), build integration(s), demonstrate aptitude in building integrations

