

Microsoft Visio 2003 Advanced



Duration: **1 Day** Course Code: **A-11831**

This course is designed for students who already know the fundamentals of Visio 2003 and wish to create advanced diagrams.

Learning Outcomes

By the end of this course students will be able to create, assign and customise layers, modify the drawing scales, add and modify the dimension lines, create complex shapes, create and edit formulas and functions by using special drawing operations, add a predefined action and custom shape behaviour to a shape, specify the behaviour for double-click action, create custom stencils, create block diagrams, flowcharts, organisational charts and project management diagrams, create and manage a detailed network diagram, generate a report on network data, generate a web site map and a report of web site links, create a program windows and system diagram, create a database model diagram and reverse engineer a table from an existing database, create and assign a background page, create and apply styles, create a custom template and create drawing based on existing and new templates, integrate Visio drawings with other applications such as Word, PowerPoint, Outlook and work with web enabling features.

Prerequisites

This course is designed for students who have completed our Visio 2003 Intro/Intermediate course or have equivalent knowledge.

Creating Technical Layouts

- Working with Layers
- Using Drawing Scales
- Precision Techniques
- Working with Dimensions

Advanced Custom Shape Design

- Special Drawing Operations
- Shape Behaviour and Events
- Creating and using Custom Stencils

Business Diagrams

- Creating Block Diagrams
- Building Flowcharts
- Working with Organisational Charts
- Project Management Diagrams

Network Diagrams and Web Site Mapping

- Creating Detailed Network Diagrams
- Creating Web Site Maps

Software and Database Diagrams

- Documenting Software Systems
- Creating Database Model Diagrams

Working with Templates

- Using Templates Effectively
- Building Time Saving Templates
- Creating and Using Styles
- Building Custom Templates

Data Integration

- Integration with Microsoft Word
- Adding Visio Drawings to PowerPoint Presentations
- Integration with Microsoft Outlook
- Working with Web-Enabling Features

