# **APTTUS**



# **Apttus Product Certification: Contract Lifecycle Management**

Apttus Contract Lifecycle Management (CLM) Certification Training gives you the skillset you need to take charge of your Apttus solution administration and deployment. Through a five day, hands-on workshop, you'll learn how to navigate the Apttus CLM objects, administer out-of-the-box features, demonstrate a sample implementation, and understand how key settings relate to business requirements. At the end of the course, you'll complete a certification exam, and receive a certificate you can use to demonstrate your Apttus expertise.



## Why Certification Training?

Certification Training enables students to get hands-on experience with the latest Apttus tools, apply their knowledge in a real-life scenario and get real-time feedback. The Certification course provides an environment to learn best practices, connect with peers and Apttus experts and contribute to projects with a strong body of knowledge.

Apttus Product Certification is designed for professionals with prior knowledge of Salesforce administration who want to master administration of the Apttus Contract Management objects, and learn how Apttus Contract Management applies to each stage of the contract lifecycle.

Certification Training is a key component of the Apttus Certified Partner Program.

## **How Certification Training Empowers Apttus Constituents**

Apttus Product Certification training is a crucial stepping stone on the pathway to flexing the full power of your Apttus system. After completing Apttus Product Certification for Contract Lifecycle Management, you will be able to do the following:

- Leverage Apttus Contract Management at every stage of the contract lifecycle
- Understand configuration settings as they relate to business requirements
- Manage agreement, record, field and layout types
- Setup and maintain users
- Create basic workflows, dashboards and reports
- Use advanced features like dynamic document assembly, agreement wizards and conditionality.

## What It Means To Be "Apttus Certified"

To become "Apttus Product Certified," you must demonstrate competency in Apttus CLM administration through a certification project, a presentation, and an exam.

To keep pace with the latest release of Apttus products, Apttus certified individuals should maintain their certification through ongoing education. Depending on the product release, Apttus will offer either an updated certification course or a refresher course.

#### **Course Availability**

Open enrollment courses are offered at an Apttus training facility, but we can also deliver training at your location upon request. Apttus maintains small class sizes (no more than 15) in order to provide adequate individual attention. Check www.apttus.com/university or contact training@apttus.com for more information.





#### **Course Overview**

This five-day certification program runs on a Monday through Friday schedule. Session days are divided between instructor theory and demonstration, hands-on exercises and an in-class implementation project that is based on real-world requirements. The instructor is always available to help answer questions and review progress on project deliverables.

Day Five consists of a final review, project presentation, and the certification exam.

## Need a helping hand? Apttus Expert Educational Services are here for you

If you need help kicking off your Apttus training deployment plan, our Educational Services team can provide expert advice and guidance, as well as a 360-degree needs analysis so you can create an effective plan for Change Management, Training Communication, Training Scheduling, and more.

# Ready to get started with Apttus Contract Lifecycle Management Product Certification?

To register for the next available timeslot, or to get more information, contact us at: training@apttus.com.

## **About Apttus**

Apttus delivers category-defining software that drives the vital business process between the buyer's interest in a purchase and the realization of revenue. Delivered on the world's most trusted and comprehensive cloud platform, the Salesforce Platform, Apttus' Quote-to-Cash solutions increase sales and maximize visibility and control. Applications include Configure-Price-Quote (CPQ), Proposal Management, Contract Management and Revenue Management. Additionally, Apttus' patent pending X-Author technology enables Microsoft Office to be a user-interface with full interaction and control between Salesforce and Microsoft Office. Apttus is based in San Mateo, California, with additional offices in London, UK and Ahmedabad, India. For more information visit: www.apttus.com.

### Day by Day Agenda

DAY ONE	- Agreement Administration: Record Types, Actions
	- Agreement Process Maintenance: Output Formats, Protection, Rules
	- Agreement Wizards
DAY TWO	- Agreement Template Administration
DAY THREE	- Contract Negotiation Process: Redlining, Clause Insertion, Versioning
DAY FOUR	- Dynamic Document Assembly
	- Comply System Properties
	- Cycle Time Reporting
DAY FIVE	Final Presentations