

Visio Professional 2003: Advanced

1 day

Description

This ILT Series course builds on the concepts and skills taught in Visio Professional 2003: Basic. Students will learn how to create, assign, and customize drawing layers, create complex shapes, create and edit formulas and functions, add predefined actions and custom shape behaviors, and create custom stencils. They will also create a custom drawing template, work with styles, and use Web-enabling features. In addition, this course covers integrating Visio drawings with other programs, such as Microsoft Word, PowerPoint, and Outlook.

Prerequisites

- *Windows XP: Basic* or *Windows Vista: Basic*
- *Visio Professional 2003: Basic*

Course Outline

Unit 1: Creating technical layouts

Topic A: Layers
Topic B: Drawing scales
Topic C: Precision techniques
Topic D: Dimensioning

Unit 2: Advanced custom shape design

Topic A: Special drawing operations
Topic B: Shape behavior and events
Topic C: Custom stencils

Unit 3: Business diagrams

Topic A: Block diagrams
Topic B: Flowcharts
Topic C: Organization charts
Topic D: Project management diagrams

Unit 4: Network diagrams and Web site mapping

Topic A: Detailed network diagrams
Topic B: Web site maps

Unit 5: Software and database diagrams

Topic A: Documenting software systems
Topic B: Database model diagrams

Unit 6: Templates

Topic A: Templates and styles
Topic B: Custom templates

Unit 7: Integrating Visio with other programs

Topic A: Integration with Microsoft Word
Topic B: Integration with PowerPoint presentations
Topic C: Integration with Microsoft Outlook
Topic D: Working with Web-enabling features