

Course Outline: Visio

Visio – Flowcharts and Organisation Charts

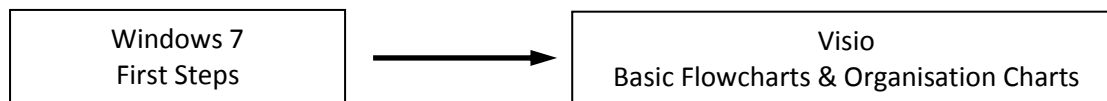
Audience

This course is for individuals who are new to Visio. It is also aimed at those who wish to enhance their understanding of Visio to enable them to produce effective documentation through process design and output.

Duration

3 hours

Prior Learning Segment



You must be able to navigate efficiently within a Windows environment and have the skills stated in the learning outcomes for Ripped Orange's Windows 7 – First Steps course.

Learning Scenario

All courses at Ripped Orange follow a real life scenario to assist in the learning process. During this course you will be assigned as an employee of a fictitious company.

Key Learnings

- Visio Navigation and Tools
- Create and manage Flowcharts
- Create and manage Organisation Charts
- Managing Pages and Backgrounds
- Diagram outputs

Learning Outcome(s)

At the end of the course you will have the knowledge necessary to develop skills with Visio enabling you to design Flowcharts and Organisation Charts.