

Definitiv Masterclass: Tips and Tricks



Overview:

Designed to equip new and existing users unlock the capabilities that make Definitiv truly powerful. This course is presented as a live webinar focusing on the best way to use the Rostering and Reporting modules.

What do you need to know?

The course assumes confidence in Definitiv navigation.

Delivery Method

Webinar delivered via GoTo Webinar.

Duration

1.5 hours.

What does this course cover:

- An overview of recent system updates.
- Rostering functionality:
 - Setting up roster visibility.
 - Filtering options in the rosters.
 - Creating split shifts.
 - Setting up roster templates.
 - And, much more.
- Reporting functionality:
 - Customising grid reports.
 - Saving the customised grid layouts.
 - Creating report libraries, etc.

Course Outline

Objectives:

- ✓ Leverage the capabilities of Definitiv.
- ✓ Understand the new functionality to improve the rostering skills.
- ✓ Be confident in using the grid reports in Definitiv.