



**xSuite**  
It's simple. It's digital.

## »» Partner Certification

### Your Path to Certification

#### Options for WMD xSuite partner certification

This course catalog lays out the options companies have when seeking to become WMD xSuite Partners. WMD offers four types of partner qualification: You can qualify yourself as a Solution Partner, a Sales Partner a Development Partner or a Project Partner of WMD.

1. **WMD Sales Partners** have received qualification to independently identify and acquire customers for projects.
2. **WMD Solution Partners** have received qualification to independently acquire and implement new projects using our software solutions. Prerequisite to qualification is certification earned for the specific products used.
3. **WMD Project Partners** have received qualification to independently realize our projects as contractors at the customer site. Prerequisite to qualification is certification earned for the specific product(s) used.
4. **WMD Development Partners** have received qualification to independently carry out customized modifications and extensions to our solutions. A development partner can also develop its own new customer-specific solutions based on WMD xSuite. Prerequisite to qualification is certification earned for the specific product(s) used.

Certification is granted **by solution**  
(Invoice, Procurement, Orders, etc.)



# WMD ACADEMY

## Partner Certification

### Partner Certification

#### Sales Partner

Course Sales	+	Course PreSales
FGT-07		FGT-08

#### Project Partner Invoice | Basic Certification

Course Technical Basics Basic   Invoice	+	Course Technical Basics Interface   Capture
FGT-01		FGT-03

#### Project Partner PO / OC

Certification Project Partner Invoice	+	Course Technical Basics Procurement   Order Confirmation
		FGT-05

#### Project Partner Orders

Certification Project Partner Invoice	+	Course Technical Basics Orders
		FGT-06

#### Project Partner Archive

Course Technical Basics Archive
FGT-73

#### Solution Partner | by „Solution“ Invoice, PO / OC, Orders, Archive

Certification Sales Partner	+	Certification Project Partner „Solution“
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#### Development Partner

Certification Project Partner „Solution“	or	Certification Solution Partner „Solution“	+	Course SDK - Software Development Kit (independent of solution)
				FGT-09



## Sales Training (xSuite)

### Certification Sales Partner

Course Code: FGT-07

The course Sales Training for xSuite offers a partner opportunities to gain a clear understanding of the total series of process solutions and develop sound arguments relating to customer benefit in order to win new projects. This course presents the overall solution, its competitive benefits, pricing models, and the scope WMD xSuite offers. It is directed both toward consultants from new partner organizations and toward existing partners who require re-certification.

#### Course Contents

##### Information for Effective Sales

- Introduction and overview of product
- Special features, advantages, and limitations of the solution
- Sales questionnaire
- Cost assessment
- Creating an offer, pricing model
- Calculation of profitability
- Aids in argumentation for setting product apart from competition

##### Technical Information

- Technical capabilities
- Validation within SAP with xFlow Capture
- Best-practice processes for FI and MM documents

#### Prerequisites:

- Basic SAP skills
- Basic understanding of business processes

#### Course Outcomes

- A sound understanding of xSuite's overall concept and performance
- Confidence in argumentation for customer pitches
- Independence in project acquisition

<b>Length of Course:</b>	1 day
<b>Languages:</b>	German, English
<b>Participants</b>	Min. 3, max. 6
<b>Course Fee:</b>	EUR 800,- per person plus VAT
<b>Location:</b>	Ahrensburg, Dortmund
<b>Schedule:</b>	Listed in internet calendar or arranged upon request

## PreSales (xSuite)

### Certification Sales Partner

Course Code: FGT-08

#### Course Contents

#### Prerequisites:

- Basic SAP skills, ideally in the basics of SAP Business Workflow
- Basic knowledge of business operations in the area of invoice approval, order processing and ordering
- Presentation system for WMD xSuite for SAP

#### Course Outcomes

- Solid abilities in holding presentations
- Increasing feeling of security in argumentation
- Gaining skill in independent preliminary analysis of special customer requirements

<b>Length of Course:</b>	1 day
<b>Languages:</b>	German, English
<b>Participants</b>	Min. 3, max. 6
<b>Course Fee:</b>	EUR 800,- per person plus VAT
<b>Location:</b>	Ahrensburg, Dortmund
<b>Schedule:</b>	Listed in internet calendar or arranged upon request



## Technical Basics

### xFlow Basis, xFlow Invoice

#### Certification Project Partner Invoice

Course Code: FGT-01

xFlow Invoice is the solution for the processing of incoming invoices within SAP. The approval process can be adjusted to meet the requirements of an organization through simple customizing. With xFlow Invoice, SG&A invoices as well as those with purchase-order reference are supported. The course Basic Technology is the entry point in our series of courses for training and certifying partners. The initial contents of the course are technical; xFlow Invoice products are demonstrated in terms of their technical aspects, with the inclusion of a sample installation. Both the technical requirements relating to the basis systems used (SAP and Windows Server) and the individual modules and features deployed in the basis system are addressed. After the initial portion of the course, the technical contents are supplemented with information on workflow processes that are used in the areas Finance (FI) and Materials Management (MM). Participants can deepen their understanding of course content in practice units with sample configurations and assess their learning results through computer-based training.

This course is directed towards consultants from new partner organizations as well as towards existing partners who require re-certification.

#### Course Contents:

- Theory; structure of solution
- Individual technical features
- Modules/solutions
- Technical operations
- Simple, practical exercises
- Setting up new company code
- Customizing of an "xFlow Interface Workflow" (optional)
- Processes and best practices

#### Prerequisites:

- Basic SAP skills in FI, MM, and ArchiveLink
- Basic knowledge of business operations in the area of invoice processing
- Basic knowledge of Microsoft Windows systems
- Participation of two employees per organization

#### Course Outcomes:

- An understanding of the basic technical and process-related aspects of xFlow
- A complete installation of the xFlow solution in an SAP system

- Basic skills in customizing the solution xFlow Invoice for a company code and the modules FI, MM, xFlow Interface
- Basic knowledge of the xFlow Builder
- Practical working knowledge of User Administration and Agent Determination
- Practice in customizing web access
- Experience working with the Invoice Overview and the xFlow Cockpit
- Basic theoretical knowledge of how to set up new company codes
- Certification of two employees

**Length of Course:** 4 days

**Languages:** German, English

**Participants:** Min. 3, max. 6

**Course Fee:** EUR 3,200,- per person plus VAT

**Location:** Ahrensburg, Dortmund

**Schedule:** Listed in internet calendar or arranged upon request

## Technical Basics

### xFlow Interface, xFlow Capture

#### Certification Project Partner Invoice

Course Code: FGT-03

It is impossible to imagine automated invoice processing without document capture and validation of documents directly in the target system SAP. Document details are captured, interpreted, and put through a plausibility test. Purely manual invoice processing moves to the background, allowing employees to concentrate on their core tasks. Checking the data for completeness (for example, according to specific tax laws) is also possible, as is the training of single fields according to vendor.

The course Technical Basics is an intermediate step in the series of courses for training and certifying partners. The contents of the course are technical and introduce the basic technicalities of xFlow Capture products, as well as demonstrating them by means of a sample installation. Technical requirements relating to the basis systems (SAP, Windows Server) and the integration of the individual modules and features into the basis system are addressed. Participants can deepen their understanding of course content in short practice units with sample configurations and assess their learning results through computer-based training. This course is directed towards consultants from new partner organizations as well as towards existing partners who require re-certification.



**Course Contents**

- Theory; structure of solution
- Individual technical features
- Modules/solutions
- Technical operations
- Simple, practical exercises
- Processes and best practices

**Prerequisites:**

- Basic SAP skills in FI, MM, and ArchiveLink
- A basic understanding of business aspects involved in invoice processing
- Basic knowledge of Microsoft Windows systems
- Completion of Course FGT-01
- Completion of basic training course in IRISXtract at I.R.I.S.
- Minimum participation – two employees per organization

**Course outcomes**

- An understanding of technical and process-related aspects of xFlow Capture and xFlow Interface (Windows/SAP) and their interdependencies
- A complete installation connected to an SAP system
- Presentation and setup an end-to-end process from scan through capture with data extraction all the way to storing and editing in the target system
- Insight into options in technical customizing
- Familiarity with important “best-practice” settings
- Certification of two employees

<b>Length of Course:</b>	3 days
<b>Languages:</b>	German, English
<b>Participants</b>	Min. 3, max. 6
<b>Course Fee:</b>	EUR 2,400,- per person plus VAT
<b>Location:</b>	Ahrensburg, Dortmund
<b>Schedule:</b>	Listed in internet calendar or arranged upon request

**Technical Basics****xFlow Orders****Certification Project Partner Orders***Course Code: FGT-06*

The WMD module for order processing is an optimal enhancement of the best-practice solution xFlow Invoice. The course “Basic Technology of xFlow Orders” is an extension of our entry-level series of courses for training and certifying partners technically. The course starts out with technical information on xFlow Procurement and xFlow Orders products and a sample installation.

Technical requirements relating to the basis systems (SAP, Windows Server) and the integration of the individual modules and features into the basis system are addressed. Over the course of the two-day session, we supplement the more technical contents of the course with valuable information on workflow processes used in sales. Participants can deepen their understanding of course content in practice units with sample configurations and assess their learning results through computer-based training.

It is directed both toward consultants from new partner organizations and toward existing partners who require re-certification.

**Course Contents**

- Theory; structure of solution
- Individual technical features
- Modules/solutions
- Technical operations
- Simple, practical exercises
- Processes and best practices

**Prerequisites:**

- Basic knowledge of SAP systems (Archive Link, SD)
- A basic understanding of business aspects involved in sales
- Completion of Course FGT-01
- Minimum participation – two employees per organization

**Course Outcomes**

- An understanding of the technical structures and processes
- A complete installation of the solution in an SAP system
- Basic skills in customizing the solution for a company code or a purchasing organization and the module MM
- Familiarity with important “best-practice” settings

<b>Length of Course:</b>	1 day
<b>Languages:</b>	German, English
<b>Participants</b>	Min. 3, max. 6
<b>Course Fee:</b>	EUR 800,- per person plus VAT
<b>Location:</b>	Ahrensburg, Dortmund
<b>Schedule:</b>	Listed in internet calendar or arranged upon request



## Technical Basics xFlow Procurement/xFlow Order Confirmation

### Certification ProjectPartner PO/OC

Course Code: FGT-05

The WMD module for order processing is an optimal enhancement of the best-practice solution xFlow Invoice. xFlow Order Confirmation supports users with workflow-based processing of order confirmations. The course “Basic Technology of xFlow Procurement / xFlow Order Confirmation” is an extension of our entry-level series of courses for training and certifying partners technically. The course contents of the course are technical, discussing the technical foundation of xFlow Procurement and xFlow Order Confirmation and demonstrating it by means of a sample installation.

Technical requirements relating to the basis systems (SAP, Windows Server) and the integration of the individual modules and features into the basis system are addressed. Over the course of the two-day session, we supplement the more technical contents of the course with valuable information on workflow processes used in procurement (SAP MM). Participants can deepen their understanding of course content in practice units with sample configurations and assess their learning results through computer-based training. This course is directed towards consultants from new partner organizations as well as towards existing partners who require re-certification.

#### Course Contents:

- Theory; structure of solution
- Individual technical features
- Modules/solutions
- Technical operations
- Simple, practical exercises
- Processes and best practices

#### Prerequisites:

- Basic knowledge of SAP systems (Archive Link, MM)
- Basic knowledge of business operations in materials management and procurement processes
- Completion of courses FGT-01 and FGT-03
- Minimum participation – two employees per organization

#### Course Outcomes

- An understanding of technical interdependencies in processes
- A complete installation of the solution in an SAP system
- Basic skills in customizing the solution for a company code or a purchasing organization and the module MM
- Familiarity with important “best-practice” settings

<b>Length of Course:</b>	2 days
<b>Languages:</b>	German, English
<b>Participants</b>	Min. 3, max. 6
<b>Course Fee:</b>	EUR 1,600,- per person plus VAT
<b>Location:</b>	Ahrensburg, Dortmund
<b>Schedule:</b>	Listed in internet calendar or arranged upon request

## Technical Basics xFlow Archive

### Certification Project Partner Archive

Course Code: FGT-73

The training starts out with an introduction to the technical basics of xFlow Archive. In particular, installation and configuration will be discussed. Knowledge gained is checked in practical exercises on the training system and solidified with configuration that participants set up themselves. This course is directed towards consultants from new partner organizations as well as towards existing partners who require re-certification.

#### Prerequisites:

- Basic knowledge of Microsoft Windows systems
- Increased technical understanding

#### Course Outcomes:

- A sound understanding of technical and process-oriented aspects of the product xFlow Archive (Windows)
- Skills in installing xFlow Archive
- Basic skills in configuration
- Skills for configuring the SAP interface ArchiveLink

<b>Length of Course:</b>	3 days
<b>Languages:</b>	German, English
<b>Participants</b>	Min. 3, max. 6
<b>Course Fee:</b>	EUR 2,400,- per person plus VAT
<b>Location:</b>	Ahrensburg, Dortmund
<b>Schedule:</b>	Listed in internet calendar or arranged upon request





## SDK – Software Development Kit (Independent of solution) Certification Development Partner

Course Code: FGT-09

The course Software Development Kit is an advanced unit in the series of courses for the training and certification of partners. Based on the contents of all the other courses (courses listed above), the contents of the course Software Development Kit are highly technical. In the course of the two-day session, customer-specific customization and extension of the standard range of functions of basic xSuite products are addressed. The special development of User Exits and clarification of User-Exit events will be addressed based on examples and learned through exercises. The prerequisites for taking this course are not only in-depth technical knowledge in SAP, but also adequate experience in programming ABAP code.

This course is directed towards consultants from new partner organizations as well as towards existing partners who require re-certification. As a Development Partner, you will be qualified to independently make customer-specific customizations and extensions within our solutions. In addition, you will be able to develop your own solutions for customers based on xSuite.

### Course Contents:

Development within WMD xSuite:

- User exits, workflow extensions, partner solutions

### Prerequisites:

- Completion of Course FGT-01
- Expert know-how in SAP
- ABAP
- Business Workflow
- ArchiveLink

### Course Outcomes

- Development Partner — Customer Solutions

**Length of Course:** 3 days

**Languages:** German, English

**Participants** Min. 2, max. 4

**Course Fee:** EUR 2,400,- per person plus VAT

**Location:** Ahrensburg, Dortmund

**Schedule:** Listed in internet calendar or arranged upon request

Germany  
Benelux  
Scandinavia  
Singapore  
Slovakia  
Spain  
U.S.A.

**WMD Group GmbH**  
Hanburger Straße 12  
22926 Ahrensburg Germany  
Tel. +49 4102 88 38 0  
info@wmd.de  
[www.wmd.de](http://www.wmd.de)

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