# TRAINING COURSE OUTLINE:

# CONTENT MANAGER ACCESS AND SECURITY MASTERCLASS



### **Course Duration**

1½ hours

# **Delivery Mode**

Instructor led Hands-on Training Session

# **Pre-Requisites**

Content Manager Introduction and Intermediate

#### **Audience**

Suitable for all staff with a Content Manager license

## Overview

This training course provides attendees with an overview of the different security methods available in Content Manager such as security caveats, security levels and access controls and how to apply them.

Attendees will learn how to secure information appropriately and in accordance with the policies of the organisation. They will also be provided with skills for troubleshooting common security related issues.

### **Topics**

- Overview of Content Manager Security
- Overview of different user type configurations
- Working with Security Caveats
- Working with Security Levels
- Working with Access Controls
- Troubleshooting common security related issues

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