

LIST GENERATOR AND PIVOTAL ANALYSIS

Lesson Plan - April 14, 2023 version

By the end of the *List Generator and Pivotal Analysis* course, the client and targetted users will be able to generate the desired lists in **maestro*** and use to its full potential the pivotal view analysis functionality.

Unit LISTGENPA01 - Preliminary Analysis

Date:

Time:

Trainer:

Objective	Content	Conduct	Time	Learning Equipment	Targeted Audience
<p>The objective of this training session is to clarify the necessary needs and requirements to using the list generator and pivotal analysis in maestro*.</p> <p><i>PREREQUISITES</i></p> <ul style="list-style-type: none"> • <i>Security Management.</i> <p><i>OPTIONAL PREREQUISITES</i></p> <ul style="list-style-type: none"> • <i>Have access to the modules and options for which the lists and/or pivotal analysis are desired.</i> 	<ul style="list-style-type: none"> • Analysis. 	<ul style="list-style-type: none"> • Discuss the current and future process (strengths and weaknesses). <p><i>HOMEWORK</i></p> <ul style="list-style-type: none"> • <i>N/A</i> 	30 min		Pilot

Unit LISTGENPA02 - List Generator and Pivotal Analysis

Date:

Time:

Trainer:

Objective	Content	Conduct	Time	Learning Equipment	Targeted Audience
<p>By the end of this training session, the client and designated users will be able to understand and generate lists and pivotal analyses that meet their needs in maestro*.</p>	<ul style="list-style-type: none"> Generator (in the option). 	<ul style="list-style-type: none"> Explanations on the differences between a list and a report; Experimentation on the different ways to design and generate lists and pivotal analyses that meet the needs of the user. <p><i>HOMEWORK</i></p> <ul style="list-style-type: none"> <i>Finish the list.</i> 	<p>1.5h</p>	<ul style="list-style-type: none"> Training document LISTGENPA02. 	<p>Pilot and/or Users</p>

Unit LISTGENPA03 - Analysis and Inquiry

Date:

Time:

Trainer:

Objective	Content	Conduct	Time	Learning Equipment	Targeted Audience
By the end of this training session, the client will be able to view lists and pivotal analyses generated in maestro* .	<ul style="list-style-type: none"> Access to previously created lists. 	<ul style="list-style-type: none"> View the different lists. <p><i>HOMEWORK</i></p> <ul style="list-style-type: none"> N/A 	15 min.		Pilot and/or Users and/or Super-Users

Unit LISTGENPA04 - Tests and Validation

Date:

Time:

Trainer:

Objective	Content	Conduct	Time	Learning Equipment	Targeted Audience
By the end of this lesson, the client and designated users will have carried out the tests and verifications to validate the configurations made beforehand, and will be able to attest to the adequacy of these configurations with the established processes.	<ul style="list-style-type: none"> Validate lists. 	<ul style="list-style-type: none"> Review previous concepts and validate tasks completed as homework; Validate lists; Review settings, if needed. <p><i>HOMEWORK</i></p> <ul style="list-style-type: none"> N/A 	30 min.		Pilot and/or Users

Unit LISTGENPA05 - Conclusion

Date:

Time:

Trainer:

Objective	Content	Conduct	Time	Learning Equipment	Targeted Audience
By the end of this training session, the client will have show the possess the necessary knowledge and skills to use the list generator and pivotal analysis generator in maestro* .	<ul style="list-style-type: none">• Validate learnings;• Review the security settings applied to the module.	<ul style="list-style-type: none">• Prepare the next training sessions according to the plan.	15 min.	Acquired competencies form.	Pilot