Visio Training Class Advanced Topics

Lesson 1: Create network diagrams using Visio

Build basic network diagrams
Build detailed network diagrams
Use 3-D equipment shapes
Create rack diagrams
Change the drawing scale
Run computer and network reports

Lesson 2: Adding Data in Visio

Understand shape data
View shape data
Edit shape data
View and Modify shape data field attributes
Define shape data fields
Inserting fields
Run predefined reports
Creating and modifying reports

Lesson 3: Visualizing data with Visio

Enhance diagram effectiveness
View network and datacenter performance
Improving processes
Create data graphics
Apply data graphics
Edit data graphics
Create data graphic legends

Lesson 4: Linking Visio to external data

Understand data linking
Use Quick Import
Use Custom Import
Linking diagram to data
Linking data to shapes
Manage linked data
Identify links
Change column settings
Unlink data from shapes and diagrams
Data graphic options for linked data
Refreshing linked data

Lesson 5: Adding hyperlinks in Visio

Follow hyperlinks
Enhance diagrams by adding hyperlinks
Using the Hyperlinks dialog box
Link to another Visio page
Link to a website
Link to a document
Link to a specific location in a document
Edit and delete existing hyperlinks
Understand relative and absolute hyperlinks
Set the hyperlink base

Lesson 6: Adding structure to Visio diagrams

Understand containers, lists, and callouts
Organize shapes by using containers
Using and formatting containers
Organize shapes by using lists
Add shapes to lists
Format and size lists
Find containers and lists in Visio
Build wireframes
Insert data graphic legends
Annotate shapes by using callouts

Lesson 7: Validate Visio diagrams

Understand Visio rules
Validate flowcharts and swimlane diagrams
Validate BPMN diagrams
Reuse existing validation rule sets
List the rules in a rule set
Create new validation rules

Lesson 8: Share and publish Visio diagrams

Understand Visio Services in SharePoint
Store diagrams in SharePoint
View diagrams by using a web browser
Refresh diagrams saved in SharePoint
Collaborate on diagrams
Comment on diagrams
Coauthor diagrams

Full Visio class details available online