



# Asset Manager 9.4 Interactive Training Created by ART H8N80AAE (AM01IT)

<b>HPE course number</b>	H8N80AAE
<b>Course length</b>	4 hours
<b>Delivery mode</b>	WBT
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HPE's Adoption Readiness Tool (ART) provides initial and ongoing enablement to your users in order to ensure that you get the most out of your software. ART is a cost-effective, comprehensive IT education, documentation and performance support solution. ART provides pre-built simulation-based courses in HPE Software that can be accessed by users anytime, anywhere. This outline details the topics in our Asset Manager Course.

## Why HPE Education Services?

- IDC MarketScape leader 4 years running for IT education and training\*
- Recognized by IDC for leading with global coverage, unmatched technical expertise, and targeted education consulting services\*
- Key partnerships with industry leaders OpenStack®, VMware®, Linux®, Microsoft®, ITIL, PMI, CSA, and (ISC)²
- Complete continuum of training delivery options—self-paced eLearning, custom education consulting, traditional classroom, video on-demand instruction, live virtual instructor-led with hands-on lab, dedicated onsite training
- Simplified purchase option with HPE Training Credits

## Course objectives

The HPE ART Asset Manager content enables users of Asset Manager 9.4 to:

- Describe the features and benefits of HPE Asset Manager 9.4
- Describe key concepts and terminology associated with the HPE Asset Manager product
- Navigate within each of the HPE Asset Manager core modules
- Search for items within the various tables using Filters
- Export, report, and chart queried data

\*Realize Technology Value with Training, IDC Infographic 2037, Sponsored by HPE, January 2016

## Detailed course outline

### Module 1: Introduction to HPE Asset Manager

- Introduction
- Objectives
- Asset Management Concepts
- HPE Asset Manager Modules
- Log In to the Web Client\*
- Login In to the Windows® Client\*
- Navigating the Interface using the Web Client\*
- Navigating the Interface using the Windows Client\*
- Sort Records and Apply Simple Filters using the Web Client\*
- Sort Records and Apply Simple Filters using the Windows Client\*
- Create a Query using the Web Client\*
- Create a Query using the Windows Client\*
- Create a Favorite\*
- Export Record Lists using the Web Client\*
- Export Record Lists using the Windows Client\*
- Create a Statistics Chart using the Web Client\*
- Create a Statistics Chart using the Windows Client\*
- Learning Check: Export Record Lists using the Web Client\*
- Learning Check: Export Record Lists using the Windows Client\*
- Summary
- Assessment

### Module 2: Portfolio Management

- Overview
- Objectives
- Contextualization
- Asset Management Types
- Portfolio Tables
- Portfolio Management Workflow
- Create a Nature using the Web Client\*
- Create a Nature using the Windows Client\*
- Create a Model using the Web Client\*
- Create a Model using the Windows Client\*
- Create an Asset using the Web Client\*
- Create an Asset using the Windows Client\*
- Create a Batch using the Web Client\*
- Create a Batch using the Windows Client\*
- Associate a Portfolio Item using the Web Client\*
- Associate a Portfolio Item using the Windows Client\*
- Learning Check: Create a Model using the Web Client\*
- Learning Check: Create a Model using the Windows Client\*
- Summary
- Assessment

### Module 3: Contract Management

- Introduction
- Objectives
- Contract Types
- Navigate the Contracts Table using the Web Client\*
- Navigate the Contracts Table using the Windows Client\*
- Master Lease vs. Lease Schedule
- Lease Schedule Contracts
- Create a Lease Schedule Contract using the Web Client\*
- Create a Lease Schedule Contract using the Windows Client\*
- Create an Insurance Contract using the Web Client\*
- Create an Insurance Contract using the Windows Client\*
- Application Service Contracts
- Learning Check: Create a Lease Schedule Contract using the Web Client\*
- Learning Check: Create a Lease Schedule Contract using the Windows Client\*
- Summary
- Assessment

### Module 4: Financial Management

- Introduction
- Objectives
- Financial Application Module
- Currency
- Create Exchange Rates using the Web Client\*
- Create Exchange Rates using the Windows Client\*
- Budgets
- Create an Expense Line using the Web Client\*
- Create an Expense Line using the Windows Client\*
- Financial Years
- Create a Budget Classification using the Web Client\*
- Create a Budget Classification using the Windows Client\*
- Create a Cost Center using the Web Client\*
- Create a Cost Center using the Windows Client\*
- Create a Budget Center using the Web Client\*
- Create a Budget Center using the Windows Client\*
- Create a Chargeback System using the Web Client\*
- Create a Chargeback System using the Windows Client\*
- Reconcile Fixed Assets
- Fixed Assets Table
- Learning Check: Create a Cost Center using the Web Client\*
- Learning Check: Create a Cost Center using the Windows Client\*
- Summary
- Assessment

## Course data sheet

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### Module 5: Procurement Management

- Introduction
- Objectives
- Catalog Overview
- Catalog Workflow
- Create a Product using the Web Client\*
- Create a Product using the Windows Client\*
- Create a Catalog using the Web Client\*
- Create a Catalog using the Windows Client\*
- Create a Catalog Reference using the Web Client\*
- Create a Catalog Reference using the Windows Client\*
- The Procurement Process
- Create a Purchase Request using the Web Client\*
- Create a Purchase Request using the Windows Client\*
- Create a Purchase Order\*
- Create a Receiving Slip\*
- Learning Check: Create a Catalog Reference using the Web Client\*
- Learning Check: Create a Catalog Reference using the Windows Client\*
- Summary
- Assessment

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### Module 6: Software Asset Management

- Introduction
- Objectives
- Software Licenses
- Create a Software License using the Web Client\*
- Create a Software License using the Windows Client\*
- Create a Software Installation using the Web Client\*
- Create a Software Installation using the Windows Client\*
- Create a Software Counter using the Web Client\*
- Create a Software Counter using the Windows Client\*
- Create a Software Contract using the Web Client\*
- Create a Software Contract using the Windows Client\*
- Assign Software License Rights using the Web Client\*
- Assign Software License Rights using the Windows Client\*
- Generate a Report\*
- Learning Check: Create a Software Installation using the Web Client\*
- Learning Check: Create a Software Installation using the Windows Client\*
- Summary
- Assessment
- Learning Check: Create a Cost Center using the Web Client\*
- Learning Check: Create a Cost Center using the Windows Client\*
- Summary
- Assessment

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\*Indicates Simulation

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