



# Beginning InfoPath Training Class

Training designed for beginner to intermediate skill levels

## Introduction to InfoPath Basics

- Core fundamentals for using InfoPath such as the application UI, basic form design, and different types of forms
- Create sample forms

## Form Design Fundamentals and Logic

- Learn fundamentals of form design including designing professional looking forms and how to distribute forms to users to fill out
- How to build simple logic into a form such as conditional hiding, default values, data validation, custom rules and more

## Advanced Form Design Techniques and Best Practices

- Learn more advanced techniques in form design such as secondary data connections, template parts, and SharePoint integration
- Best practices for form creation to ensure performance and scale in the real world

## Class Details

Duration: 4 days

Cost: \$695 USD

Class Size: 3–12 attendees

## Technical Requirements

- We will be using GoToWebinar ([check your system requirements](#))
- Instructions for joining the webinar will be emailed to you after registration
- You will have the option to:
  - Use your computer's microphone and speakers
  - Use your headset (VOIP)
  - Call in via telephone
- Be sure to have InfoPath 2010/2013 and SharePoint Designer installed on your computer:
  - InfoPath can be downloaded for free
  - SharePoint Designer can be [downloaded for free](#): 2010 32-bit, 64-bit or 2013 32-bit, 64-bit
- You should also have Internet Explorer 9+ and Microsoft Outlook installed, if possible

