

Sturnis365 training by Intire

Sturnis365 is a flexible, efficient corporate disclosure management tool. However, to get the most out of the tool, a certain knowledge of Sturnis365 and MS Office is required. Intire can help you in getting this knowledge by providing tailored training that matches your organization's needs. Among others, Intire can help you...

Understand and utilize the strengths of Sturnis365

There are many more benefits to Sturnis365 than meets the eye, and we can help identify which ones are relevant to your organization.

Support your narrative reporting

Dynamically update your text with figures and content from your source systems and roll over your text to future reporting periods.

Assign the right responsibilities to the right people

Large collaborative reports become much easier by only assigning responsibilities and rights to the people who need them.

Stay on top of the workflow in your report

The segment-by-segment workflow overview allows you to see what is completed and what is not. Identify potential hold-ups easier and quicker.

Ensure consistency in style throughout your report

Formatting of text, tables, and other elements often takes up much more time than you want. We can show you how to minimize this effort while guaranteeing consistency.

Link external data sources and charts to your report

No more manually copy-pasting all your tables and charts when there is a change in the numbers, by linking the data sources directly this can be automated.

Manage and compare multiple versions of your document

If you work on the same report with multiple people, it can be hard to keep track of changes. We can show you how to manage changes and different versions.

Available Training Courses

Sturnis end-user training

This will prepare your users for contributing to your documents as an editor or a reviewer. After this training you will have a full overview of the system and will be able to:

- Use the workflow process
- Edit and review Word and PowerPoint documents
- Use tables, graphs, and other data that is retrieved from other systems
- Format text and tables, compare versions
- Collaborate with people outside Sturnis

Duration : 1 session of 4 hours
Nr. of attendees : up to 6 trainees in one class

Sturnis data source preparation

A key element of the Sturnis system is the efficient use of external data. This training will guide you in setting up your 'data source' so it is ready to be used by the end-users of the system. There is some overlap with the 'Sturnis end-user training' to make sure you are familiar with how the data is used in the products.

Duration : 1 session of 4 hours
Nr. of attendees : up to 4 trainees in one class

Sturnis admin training

This will prepare you for managing the Sturnis system within your organization. There is some overlap with the 'Sturnis end-user training' to make sure you are familiar with how the system is used by end-users. After this training you will have a full overview of the system and will be able to:

- Define and manage user access and roles
- Create and manage documents, data sources, and folder structures
- Understand process management in Sturnis
- Manage and roll forward of documents
- Administrate formats and styles
- Understand end-user activities

Optional: translation support and design process

Duration : 1 session of 6 hours
Nr. of attendees : up to 4 trainees in one class

Live online or physical classroom?

All these trainings are live with an instructor. They can be given online or on location depending on your preferences. For locations outside The Netherlands, we may have to charge travel and accommodation costs.

Preparation

These trainings do not require you to work through any study books in advance. However, they do assume a basic knowledge of Microsoft Word, Excel, and PowerPoint. If you have doubts about that please discuss this with us in advance.

Also, our trainings are hands-on and we will provide them on your Sturnis environment. This may require some limited involvement of your IT department as we have to access your environment.

Contact us

To book a training or discuss possibilities please contact us:

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