

See more at [www.zandax.com/courses/visio-advanced-course](http://www.zandax.com/courses/visio-advanced-course)

Course information from ZandaX

## Microsoft Visio 2013 Advanced

**A premier Microsoft Visio training course from ZandaX**

Course duration: 2 hours 5 minutes of highly focused content (Revisit, review and revise as often as you want)

### What you'll learn

- ✓ Customizing Shapes and Stencils
  - ★ Develop bespoke shapes, stencils and masters to standardise Visio usage
- ✓ Designing Styles and Templates
  - ★ Standardise Visio's use by creating bespoke styles, themes and templates
- ✓ Designing Floor Plans
  - ★ Use Visio's floor plan templates and its specific shapes to produce plans
- ✓ Working with External Data
  - ★ Understand the concepts and procedures needed to connect to other data sources
- ✓ Visio and other Programs
  - ★ Understand and configure a Visio file to work alongside other applications
- ✓ Automating Visio Tasks
  - ★ Create Macros to automate bespoke procedures in Visio and use ShapeSheets

### What does our Visio 2013 Advanced course cover?

#### Become a Professional in Designing Graphics with Microsoft Visio

This course is for anyone who knows the basics of Visio, but wants to improve their capabilities, and their speed, in using the software.

We teach you the skills you need to create graphics at a faster pace than the basic user, saving time, reducing mistakes and enhancing quality.

Please note that the course assumes you have a full understanding of what's covered in the Introduction course.

This Microsoft Visio skills training course, like all our courses, has been developed over many years of classroom and online delivery. Content has been thoroughly researched and is constantly updated so it's always leading edge. It's delivered by professional presenters and is full of practical knowledge and solutions.

Still wondering whether to do the course?

Just think about this: how much would you benefit if you had better Microsoft visio skills?

### Course requirements

The course is designed for people with an understanding of the basic workflow and the concept of end-to-end flowcharting. Delegates should be thoroughly conversant with the skills and concepts covered in the Introduction course.

## Who's this course for?

### Microsoft Visio Advanced: Extend Your Skills to Become a Power User

This course is for anyone who knows the basics of Visio, but wants to improve their capabilities, and their speed, in using the software.

You will acquire the skills you need to create graphics at a faster pace than the basic user, saving time, reducing mistakes and enhancing quality.

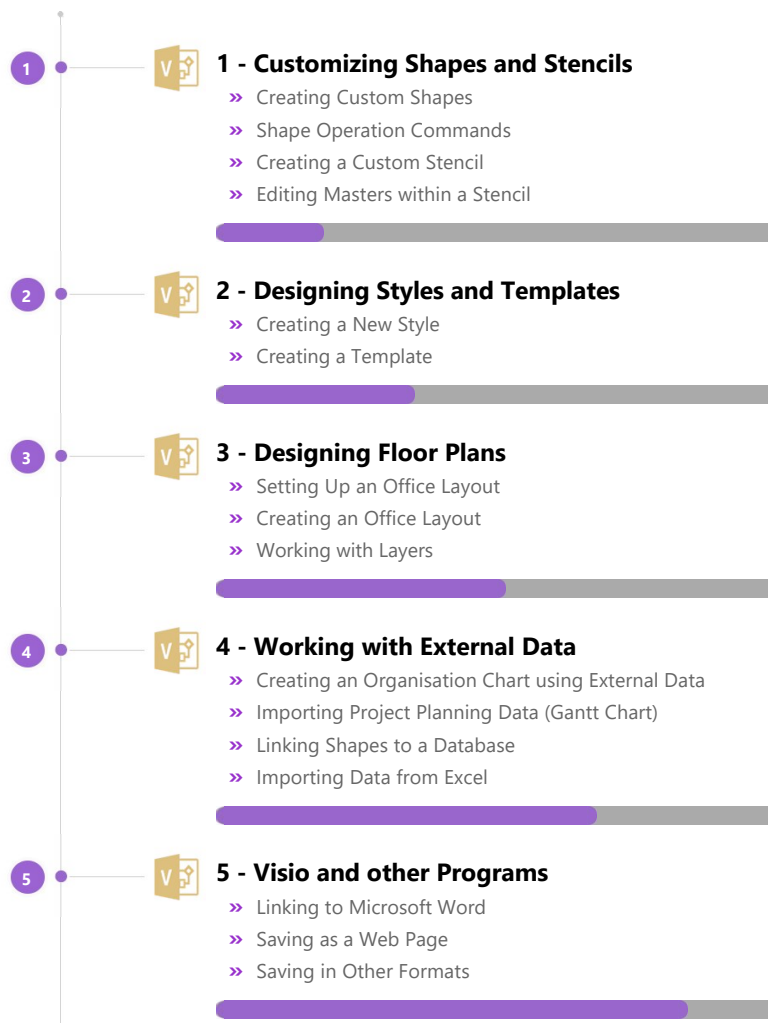
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### CPD accredited course



This course is CPD accredited, which means that not only has it been rigorously assessed in terms of content and quality by the CPD, but you have learning options (see below) to get your own official CPD certificate.

### Course content for Microsoft Visio 2013 Advanced





## 6 - Automating Visio Tasks

- » Creating a Basic Macro in Visio
- » Editing a Basic Macro in Visio
- » Using ShapeSheets in Visio Diagrams

### And There's a Great Workbook...

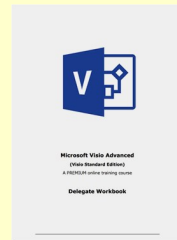
The CPD certificate you get with the Diploma and Professional course options will be your proof of **where you are**.

How about realizing your **full potential**?

The course comes with a great, results-focused downloadable workbook.

The workbook features:

- Demonstrations of how to do each lesson
- Space for **your own notes** alongside the lessons
- Skill Sharpeners to practice and hone your skills
- **Downloadable exercise files** for you to practice on



## More about the ZandaX Microsoft Visio 2013 Advanced course

### Increase Your Speed and Competency When Using Visio

If you want to produce graphics consistently and often, you need our Advanced course!

We start by showing you how to customize shapes and stencils, then how to create styles and templates, and save lots of time with your own library for future use. We then show you how to create a floor plan: a great use of Visio.

The second half of the course looks at how to use Visio with other packages, both importing data (like names in an organization chart) and exporting in different formats. We also show you how to use Macros to save incredible amounts of time.

When you have completed this course, you can be secure that whenever you need to design graphics using Visio, you'll have all bases covered!

Watch the modules, revisit them time and again ... and have fun with improving your skills!

### Learning format

The course is offered as follows:

You'll learn using easy-to-follow on-screen videos which you can pause, re-run and revisit as often as you like, and also through interactive content with short quizzes and questions appropriate to the course subject.

The course is arranged into modules, each with several lessons. Refer to the course content for more details on what's covered. You also get interactive content, a comprehensive workbook, with exercises and a course certificate as evidence that you have invested in your skills as part of your professional development.

## View this course online

Visit our website at [www.zandax.com/courses/visio-advanced-course](http://www.zandax.com/courses/visio-advanced-course) to view the latest details, including related courses, prices and quantity discounts.

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