

# BellaDati

## Training events

Recommendations

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# 1 Introduction

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## 1.1 Statement of work

Purpose of this document is to give the directions how to organize BellaDati Workshops and Trainings. The main objective is to help BellaDati Partners to prepare and conduct the training sessions.

## 1.2 Event types

BellaDati usually offers 3 types of training events:

### 1. **BellaDati Workshop**

- target audience: manages, team leaders, analyst, developers, consultants
- recommended duration: 2 days
- is focused on understanding BellaDati product, the basic principles, functions. It aims to transfer the basic knowledge about BellaDati.
- the event consists of regular BellaDati product introduction, technological overview including extensibility/embedding options, scaling capabilities and basic administration, support.
- these topics are then followed by on-hands interactive demo, where each participant goes through the basic process – from connecting to the data, through visualization and basic calculations, ending with discovering analytical, sharing and exporting capabilities.
- usually a real scenario provided by Partner/Customer is solved during the workshop

### 2. **BellaDati Analytical Training**

- target audience: analysts, developers, consultants
- recommended duration: 3 days
- is focused on learning advanced functions of the BellaDati platform from the analyst point of the view and usually goes into deeper details than the Workshop.
- training consists of 4 main topics – Administration, Data sets, Reports, Dashboards
- after each topic a short task is to be completed by the attendees

### 3. **BellaDati Technical Training**

- target audience: developers, consultants
- recommended duration: 3 days
- the focus is to train the technical aspects of the BellaDati platform – installations and maintenance, administration, scaling, REST API, Client API, SDK etc.
- it covers on-hands installation on desired operating system, e.g. Linux or Window
- usually it consists as well of implementing a sample application or integration into 3<sup>rd</sup> party product

### 4. **BellaDati Administration training**

- target audience: administrators, solution architects, integrators
- recommended duration: 1 days
- the focus is to train BellaDati installation and technical aspects of BellaDati administration
- it covers on-hands installation of BellaDati Platform and BellaDati IoT data collector on desired operating system, e.g. Linux or Windows

## 2 Recommended agenda

Agenda for training events may be different for different Partners and Customers. It depends mainly on the audience, delivery or cooperation model, and of course on the management decisions. Nevertheless, we recommend to follow the agenda composition as written below.

### 2.1 Workshop agenda

#### 2.1.1 Day 1

Topic	Duration (minutes)	Content
<b>Introduction</b>	5-10	Introduction of the person conducting the workshop and the agenda for the upcoming days.
<b>BellaDati Product Intro</b>	20-25	Quick live demo of BellaDati. Local installation is recommended. Should cover: <ul style="list-style-type: none"> <li>• General description of the environment (web based, local installation, etc)</li> <li>• Importing sample data</li> <li>• Creating simple report – 1-2 charts, table, KPI</li> <li>• Showing basic functions (filter, mail export, comments, sharing)</li> <li>• Showing read well styled reports, embedding use cases (static or screenshots)</li> </ul>
<b>BellaDati Technology</b>	15-20	<ul style="list-style-type: none"> <li>• System characteristics</li> <li>• Server architecture</li> <li>• Deployment options and schema</li> <li>• Security</li> <li>• Scaling options</li> </ul>
<b>BellaDati Platform</b>	20-25	Introduction of BellaDati Platform capabilities <ul style="list-style-type: none"> <li>• Embedding and Extensibility options</li> <li>• REST API, Client API, Charts SDK</li> <li>• Real world examples</li> </ul>
<b>BellaDati On-line Resources</b>	15-30	Where to find relevant information and where to get support <ul style="list-style-type: none"> <li>• Documentation</li> <li>• Developers portal</li> <li>• MyBellaDati</li> <li>• Partners portal</li> <li>• Helpdesk</li> <li>• Development model</li> </ul>
<b>Installation and upgrade</b>	45-60	<ul style="list-style-type: none"> <li>• Server and client requirements</li> <li>• Installation modes – automatic, manual</li> <li>• Advanced installation options</li> </ul>

		<ul style="list-style-type: none"> <li>• Participants are supposed to do the installation on their own machines, eventually on the prepared server</li> <li>• Setup procedure</li> <li>• License constraints</li> <li>• Upgrading process, possible problems</li> <li>• Basic installation maintenance</li> </ul>
<i>Lunch bsreak</i>		
<b>Administration</b>	45-60	<ul style="list-style-type: none"> <li>• Single domain/multi domain mode explanation</li> <li>• Permissions model</li> <li>• Domain management (creating, templating, ...)</li> <li>• User and user groups management</li> <li>• Basic services configuration (SMTP, Google login, User directories, ...)</li> <li>• System administration</li> </ul>
<b>On-hands demo</b>	120-180	<ul style="list-style-type: none"> <li>• Upload sample data into data set</li> <li>• Setup import settings and data mapping                             <ul style="list-style-type: none"> <li>○ Defining custom columns</li> <li>○ Working with simple transformation script</li> </ul> </li> <li>• Scheduling and executing import, collecting results</li> <li>• Creating report                             <ul style="list-style-type: none"> <li>○ Defining layout</li> <li>○ Creating one-two charts, table, KPI</li> <li>○ Using calculated indicators</li> </ul> </li> <li>• Working with basic analytical functions                             <ul style="list-style-type: none"> <li>○ Using filters and variables</li> <li>○ Defining drill down</li> <li>○ Working with date/time intervals and aggregations</li> <li>○ Appearance</li> <li>○ Revisions</li> </ul> </li> <li>• Publishing views on dashboard</li> <li>• Exporting creating report/dashboard                             <ul style="list-style-type: none"> <li>○ E-mail export, PDF, PPT, iFrame</li> <li>○ Public report, dashboard</li> <li>○ Sharing</li> </ul> </li> <li>• Working with BellaApps                             <ul style="list-style-type: none"> <li>○ Introducing basic concept</li> <li>○ Crating BellaApp</li> <li>○ Uploading BellaApp</li> </ul> </li> </ul>
<b>Q&amp;A</b>		Clarification of questions collected during the training.

## 2.1.2 Day 2

Topic	Duration (minutes)	Content
<b>Quick summary/refresh of Day 1</b>	5-10	Going through functions the audience learned during the first day of the training. Usually it is enough to go through the basic process – import data, create report.
<b>Discovering BellaApps and use cases</b>	45-60	Covers couple of existing solutions for selected industry. Usually introduces couple of existing BellaApps from partners portal too.
<b>Advanced analytics functions</b>	90-120	<ul style="list-style-type: none"> <li>• Custom attributes aggregations, subsets</li> <li>• Parametrized reports, dashboards (drill-through)</li> <li>• Cross referencing data sets</li> <li>• Joining data sets</li> <li>• Notifications</li> <li>• Linking with external systems</li> <li>• Advanced calculations – predictions, machine learning algorithms</li> </ul>
<b>Working on customers' use case</b>	120-180	<ul style="list-style-type: none"> <li>• Summarizing customer's/partners' requirement</li> <li>• Defining prototype a possible solution in BellaDati</li> <li>• Implement/Build requested scenario on the BellaDati installation</li> </ul>

## 2.2 Analytical training agenda

### 2.2.1 Day 1

Topic	Duration (minutes)	Content
<b>Product introduction, basic concept</b>	20-25	<p>Quick live demo of BellaDati. Local installation is recommended. Should cover:</p> <ul style="list-style-type: none"> <li>• General description of the environment (web based, local installation, etc)</li> <li>• Importing sample data</li> <li>• Creating simple report – 1-2 charts, table, KPI</li> <li>• Showing basic functions (filter, mail export, comments, sharing)</li> <li>• Showing read well styled reports, embedding use cases (static or screenshots)</li> </ul>
<b>Resources</b>	45-60	<p>Where to find relevant information and where to get support</p> <ul style="list-style-type: none"> <li>• Documentation</li> <li>• Developers portal</li> <li>• MyBellaDati</li> <li>• Partners portal</li> <li>• Helpdesk</li> <li>• Development model</li> </ul>
<b>General functions</b>	10-15	<ul style="list-style-type: none"> <li>• Common features</li> <li>• Interactive layouts</li> <li>• Localizations</li> <li>• Inline components</li> <li>• Errors handling</li> </ul>
<b>User management</b>	15-30	<ul style="list-style-type: none"> <li>• Login to BellaDati – usernames, password policies, user directories</li> <li>• Creating, managing users</li> <li>• Activity statistics and user requests</li> <li>• User groups</li> </ul>
<b>Permissions model</b>	10-15	<ul style="list-style-type: none"> <li>• Introducing roles and object access (read, r/w)</li> </ul>
<b>Domain management</b>	20-25	<ul style="list-style-type: none"> <li>• Single/multi domain mode</li> <li>• Configuration</li> <li>• License limits</li> <li>• Customization</li> <li>• Backup &amp; restore</li> <li>• Color schemes</li> </ul>
<b>Data sets</b>	180-240	<p>Introducing data sets</p> <ul style="list-style-type: none"> <li>• Basic usage, creating data sets</li> <li>• Managing indicators and attributes</li> <li>• ETL – import, data sources, transformation</li> <li>• Browsing data</li> </ul>

		<ul style="list-style-type: none"> <li>• Appearance and translations</li> <li>• Joining data sets</li> <li>• Notifications</li> <li>• Sharing data set</li> <li>• Horizontal and vertical access</li> <li>• GEO mappers and map provides</li> </ul>
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### 2.2.2 Day 2

Day 2 is focused on creating reports and dashboards on top of data set created on Day 1.

Topic	Duration (minutes)	Content
<b>Summary of Day 1</b>	10-15	Quick summary of what was done on Day 1.
<b>Reports</b>	240-300	Introducing reports <ul style="list-style-type: none"> <li>• Creating reports</li> <li>• Searching reports, report filters</li> <li>• Managing layout, controls</li> <li>• Sharing and collaboration</li> <li>• Working with variables</li> <li>• Working with attachments</li> <li>• Exporting reports and views</li> <li>• Basic view controls</li> <li>• Working with tables</li> <li>• Working with Charts</li> <li>• Working with KPI labels</li> <li>• Working with Maps</li> <li>• Working with Custom content</li> <li>• Creating calculated indicators</li> <li>• Conditional formatting</li> <li>• Appearance options</li> </ul>
<b>Dashboards</b>	90	Introducing dashboards <ul style="list-style-type: none"> <li>• Creating dashboards</li> <li>• Sharing and collaboration</li> <li>• Exporting dashboard</li> <li>• Custom dashboard options</li> </ul>
<b>Content administration</b>	90	<ul style="list-style-type: none"> <li>• Scheduling exports</li> <li>• Sharing console</li> <li>• Folders</li> <li>• BellaApps</li> <li>• Transferring data sets, reports and dashboards</li> </ul>



### 2.2.3 Day 3 – Morning

The morning of the day 3 is focused on the BellaDati advanced features.

Topic	Duration (minutes)	Content
<b>Summary of Day 2</b>	10-15	Quick summary of what was done on Day 2.
<b>Data sets II</b>	120	Advanced data set options <ul style="list-style-type: none"> <li>• Connectors</li> <li>• ETL use cases</li> <li>• Import settings</li> <li>• Scheduling imports</li> <li>• Partitioning</li> <li>• Big data sets</li> <li>• Cubes</li> <li>• Remote storage</li> </ul>
<b>Reports II</b>	60	Advanced report options <ul style="list-style-type: none"> <li>• On-demand data synchronization</li> <li>• Caching policies</li> <li>• Dynamic data tables</li> <li>• Advanced parameters</li> </ul>
<b>Extensions</b>	60	<ul style="list-style-type: none"> <li>• Working with extensions</li> <li>• Using custom table and chart renderers</li> </ul>

### 2.2.4 Day 3 - Afternoon

The afternoon of the last day of BellaDati Analytical training should be focused on exercising and working with BellaDati. It is recommended to have sample data or requirements collected from the customer so it's possible to start working on specific solution prototype.

## 2.3 Technical training agenda

### 2.3.1 Day 1

Topic	Duration (minutes)	Content
<b>Product introduction, basic concept</b>	20-25	Quick live demo of BellaDati. Local installation is recommended. Should cover: <ul style="list-style-type: none"> <li>• General description of the environment (web based, local installation, etc)</li> <li>• Importing sample data</li> <li>• Creating simple report – 1-2 charts, table, KPI</li> <li>• Showing basic functions (filter, mail export, comments, sharing)</li> <li>• Showing read well styled reports, embedding use cases (static or screenshots)</li> </ul>
<b>Resources</b>	45-60	Where to find relevant information and where to get support <ul style="list-style-type: none"> <li>• Documentation</li> <li>• Developers portal</li> <li>• MyBellaDati</li> <li>• Partners portal</li> <li>• Helpdesk</li> <li>• Development model</li> </ul>
<b>Connector SDK</b>	60-90	Introducing Connector SDK to implement own connector <ul style="list-style-type: none"> <li>• Overview of available classes</li> <li>• Connector metadata</li> <li>• Connector deployment</li> </ul>
<b>REST API</b>	60-90	<ul style="list-style-type: none"> <li>• OAuth</li> <li>• Errors handling</li> <li>• Available endpoints</li> <li>• Use cases</li> </ul>
<b>Client API</b>	45-60	<ul style="list-style-type: none"> <li>• Comparing with REST API</li> <li>• Basic principles</li> <li>• Available endpoints</li> <li>• Use cases</li> </ul>
<b>Extensions</b>	60-90	Introducing extensions <ul style="list-style-type: none"> <li>• Client side</li> <li>• Server side</li> <li>• Examples</li> </ul>
<b>Charts SDK</b>	45-60	<ul style="list-style-type: none"> <li>• Introducing available charts</li> <li>• Possible chart modifications/options</li> <li>• Sample usage</li> </ul>
<b>SSO and other integrations</b>	90-120	Introducing SSO, CAS options

### 2.3.2 Day 2 - Morning

Topic	Duration (minutes)	Content
<b>Summary of Day 1</b>	10-15	Quick summary of what was done on Day 1
<b>Connector SDK – On-hands demo</b>	60-90	Implementing sample connector
<b>REST API – On-hands demo</b>	90-120	Implementing sample application with BellaDati REST API
<b>Client API – On-hands demo</b>	60-90	Using Client API
<b>Extensions – On-hands demo</b>	60-90	Implementing sample extension
<b>Charts SDK – On-hands demo</b>	60-90	Using Charts SDK
<b>SSO</b>	90-120	Example of SSO implementation

### 2.3.3 Day 3

The third day of BellaDati Technical training should be focused on exercising and working with BellaDati Platform, APIs and SDKs. It is recommended to have requirements collected from the customer so it's possible to implement/integrate specific solution prototype.

## 2.4 Administration training agenda

### 2.4.1 Day 1

Topic	Duration (minutes)	Content
<b>Administration</b>	210	<ul style="list-style-type: none"> <li>• Single domain/multi domain mode explanation</li> <li>• Permissions model</li> <li>• Domain management (creating, templating, ...)</li> <li>• User and user groups management</li> <li>• Basic services configuration (SMTP, Google login, User directories, ...)</li> <li>• System administration</li> </ul>
<b>BellaDati Installation</b>	210	<ul style="list-style-type: none"> <li>• Installing BellaDati Cluster</li> <li>• Cloud maintenance</li> <li>• Upgrades</li> </ul>