

Advent



Advent University Training
Increase Your Productivity





ADVENT UNIVERSITY

Maximize Your ROI with Advent University Training

Your Advent education doesn't stop when the consultant leaves! Advent University was created to help all levels of users gain and enhance their knowledge and skills to be more productive and gain recognition as experts. You can learn at your own pace with our many web-based courses or learn in the more traditional classroom setting where you have more opportunity to interact and network with other users and experts. Maximize your investment with Advent University today.

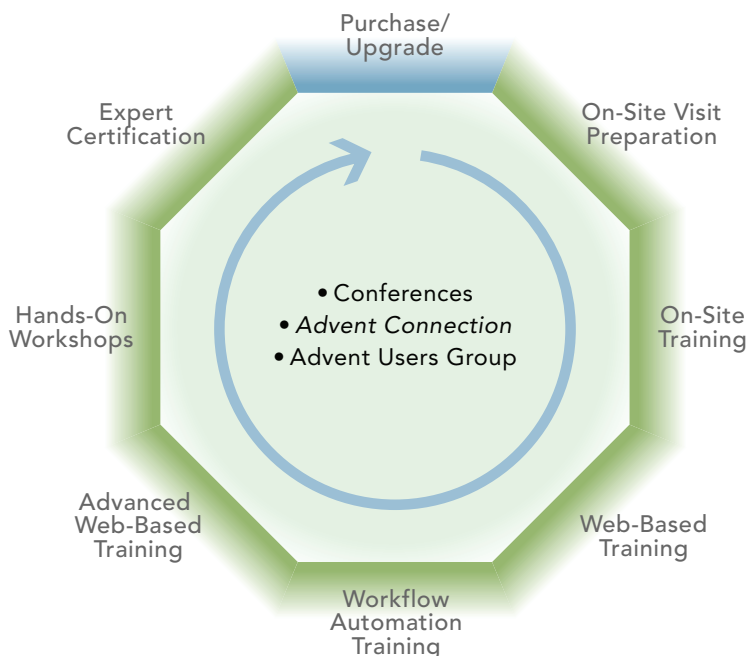
Benefits of Training with Advent University

Advent University training enables firms to increase their productivity. We do this by:

- Teaching you how to **automate manual tasks**, freeing up time for other initiatives.
- Enabling you to **build expertise with Advent products** through continuous training. Create internal experts within your firm to become more efficient and improve your bottom line.
- Helping you **maximize your return on your software investment** and gain a competitive edge.

Advent University Training Continuum

We help you continuously learn and expand your skill set through a variety of channels.



Virtual Training at Your Fingertips

Get Advent University training when and where you want it. All of the training programs listed below are included with your maintenance plan. These offerings, available for all user levels, are designed to help you recharge your operations, train new users, and increase productivity at your firm.

- **Core Web Classes** are led by an Advent instructor via the web. Whether you are interested in learning the basics of Advent Portfolio Exchange, performance in Axys, or modeling in Moxy, there's a class for you. Core classes are offered on a monthly basis.
- **Featured Web Classes** are led by an Advent instructor via the web. Each quarter, we offer a series of classes focused on pertinent industry themes and best practices.
- **Tutorials**, available for many products, are self-paced, and take between 15 minutes and several hours to complete. Each tutorial is followed by an assessment to help you measure your skills and progress.
- **Web Classes on Demand** are archived web classes that address both high-level industry issues such as SEC audits and tax law changes, and noteworthy product topics such as performance and securities. All 2009 Advent University live classes are being recorded.
- **Business Web Seminars** are free, hour-long presentations designed to provide solutions to common industry challenges, and introduce new Advent products, services, and partners.

Hands-On Training

Hands-On Workshops offer in-depth classroom training on Advent products for both new and veteran Advent users. Led by experienced trainers and consultants, these fee-based workshops are offered several times a year throughout the United States. Advent provides computers for use during the session, training material, and a certificate of completion to attendees. This certificate fulfills Continuing Professional Education (CPE) requirements for CPAs, attorneys, enrolled agents, and other licensed professionals. For more information on our Axys, Advanced Reporting, APX, or Moxy workshops, visit the **Hands-On Workshop** page on *Advent Connection*.



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Expert Advent Certification

Advent University offers two Axys certification programs—Axys Back-Office Professional and Axys Performance Measurement—recognized by the financial services industry as evidence of the skills our clients’ have gained through study and experience. For more information on these programs, visit the **Certification** page on *Advent Connection*.

- **Axys Back Office Professional Certification** covers the basics of Axys, the FT Interactive Data Interface, and Advent Custodial Data Interface.
- **Axys Performance Measurement Certification** covers performance basics and advanced concepts including internal and time weighted rates of return, performance reporting, composites, benchmark returns, and performance troubleshooting.

New User Training Guides

Has your firm recently purchased Advent products? Have you taken on a new role at your firm that requires the use of Advent products? Do you want to focus your skills in a particular product area? Advent University has developed training outlines that prepare new users for working with Axys, APX, and Moxy. Learn how to get up to speed quickly and efficiently by visiting our **New User Training** page.

Advent Conferences

Advent offers our clients the opportunity to attend our national user conference. At our conferences, Advent University delivers a comprehensive training track for new and advanced users of Advent products. Our conferences allow you to come away with new knowledge, practical resources, and build new relationships. Advent is hosting a virtual user conference this year to respond to the realities of today’s economic climate. Just as in our previous conferences, you will be able to hear from our executive management team, participate in

live training sessions hosted by Advent University staff, network with your peers, get the latest product information in the Advent Resource Center, and explore the exhibit hall. Only this year, you’ll be able to do it all from the comfort of your desk, free of charge.

Advent Users Group Membership

The Advent User Group was formed in 1997 by a group of investment professionals using Advent products. They saw the benefits that a user group could have in sharing information and providing valuable feedback to Advent. These investment professionals also established focus groups to interface with Advent in addressing specific needs related to portfolio management, trading, operations, research, client support, and technology. The Advent Users Group meets frequently throughout the year and participates in panel discussions with Advent’s product managers and various other teams to identify and address various issues. For more information on this group, and to join, visit the **Advent User Group** web site.

Frequently Asked Questions

- 1. Where do I find Advent University Course Offerings?**
 - Visit the **Training** page on *Advent Connection* to see a comprehensive listing of Advent University programs and classes.
- 2. How much does training cost?**

Free offerings include:

 - Core and Featured Web Classes
 - On-Demand Recordings
 - Web Tutorials
 - *Advent Connection* Registration

Fee-based offerings include:

 - Axys Back-Office Professional and Performance Certification.
 - Advent Users Group (AUG) membership
 - On-site training delivered by a consultant
 - Hands-On Workshops

Advent University Fast Facts	
Tutorials and Quick-Tip Tutorials	50+
Instructor-Led, Web-Based Training	6/month
Live, Featured Classes	22/year
On Demand Training	75+



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3. Our product has been recently upgraded, how do we learn how to use it?

- Engage with Advent's Professional Services organization and have a consultant implement the upgrade and conduct personalized training either on-site or remotely.
- When a new product is released, Advent Product Managers provide a high level web seminar highlighting product features, functionality, and benefits
- Release notes, manuals, and KB articles are updated on *Advent Connection*
- User training is available through Advent University, including topic based web tutorials, web classes, and on-demand recordings.

4. How do I enroll in Advent classes?

- Enrolling in Advent courses is easy. You can enroll in our hands-on workshops and Web-based classes anytime. Use our

search engine on *Advent Connection* to find training courses.

- To search for a class, click <http://connection.advent.com/training/index.asp>.
- Click on the course you want to take. If the course is on the current calendar, click the Register button. If no Register button exists, it means that the course is not currently scheduled. You may contact education@advent.com for more information.
- Please note that our Web-based tutorials are self-paced and do not require registration. Feel free to take these tutorials at your leisure.

5. Does Advent offer training courses using my own data and workflow?

- Yes. Advent offers custom training at your offices. For more information, please contact education@advent.com.

For More Information	
General Support Questions	http://connection.advent.com/apps/support/
General Training Questions	■ education@advent.com
Web Training	■ 800-685-7688, extension 1019
Advanced Web Training	
Expert Certification	
On-Site Training	■ info@advent.com
Workflow Automation Training	■ 800.727.0605
On-site Consulting	
Conferences	conferences@advent.com
Advent Users Group	■ office@adventuser.org ■ www.adventuser.org



Innovative ■ Responsive ■ Reliable

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