



Visio 2010 Advanced

This course builds on the concepts and skills taught in Visio 2010 Basics. Students will learn how to work with layers, create custom shapes, themes, stencils and templates, and create business and project management diagrams. They will also learn how to integrate Visio with other Office programs, and create software and database diagrams.

Creating technical layouts

- Layers
- Drawing scales
- Displaying shape dimensions

Custom themes and templates

- Custom themes
- Custom templates

Custom shapes and stencils

- Special drawing operations
- Shape behaviors
- Custom stencils

Business diagrams and Web site mapping

- Block, tree, and onion diagrams
- Flowcharts
- Organization charts
- Project management diagrams
- Web site maps

Integrating Visio with other programs

- Integration with Microsoft Word
- Integration with PowerPoint
- Integration with Microsoft Outlook
- Working with Web-enabling features

Software and database diagrams

- Documenting software systems
- Database model diagrams