

## Summary of Courses

To help you choose the right courses we have created a series of Course Overviews. These can be accessed from our web site [www.shortestpathtraining.co.uk](http://www.shortestpathtraining.co.uk). However you may find the quick summaries below are helpful as well. Finally, please do call us to discuss suitable courses, including the option of creating a bespoke or customised course, and for courses held on-site at your location.

### Course Levels

Level 1 - Foundation Courses are aimed at users who are new to i2, self-taught, or who have had no formal training; as well as those who would like to refresh their i2 Knowledge.

Level 2 - Progression Courses are aimed at those users who have already attended the relevant Level 1 Course(s), and wish to progress their skills.

Level 3 - Experienced Courses, like our iBase Designer Course, are for users who have attended at least the relevant Level 1 Standard Course, and our Level 2 Courses too, if possible. They require delegates to have a good understanding of all areas of the software.

### i2 Analyst's Notebook Creating Charts Overview Summary

Level 1 – Foundation Course

Duration: 1 day

*"I want to be able to create association and timeline charts for more than simple visualisation and learn to structure charts correctly to enable effective analysis"*

Build and structure Association and Timeline charts to enable your understanding of key concepts of Entities and Links; such as Identity, Date & Time and Attributes allowing the effective creation of charts for accurate analysis.

#### Is this course right for you?

This course is aimed at new and self-taught users, or those who want to refresh their knowledge.

It suits those who are required to create charts manually, but not on a day-to-day basis. For users who would wish to use the tool regularly as an analysis tool, we would recommend attending our Analyst's Notebook Standard or Using Analyst's Notebook with Cyber and Other Digital Data courses.

## i2 Analyst's Notebook Introduction to Importing and Analysis Overview Summary

Level 1 – Foundation Course

Duration: 1 day

*“I want to be able to create charts quickly from data stored in Excel Workbooks, and then to be use Analyst’s Notebook tools to enable effective analysis of larger charts”*

Create Import Specifications that will allow you to quickly generate both Association charts and Timeline Flow charts, using key properties such as Identity, Label, Type, Date & Time, and Attributes. Learn how to use key tools in Analyst’s Notebook to enable the effective analysis of charts.

### Is this course right for you?

This course is aimed at new and self-taught users, or those who want to refresh their knowledge.

It suits those who are required to import charts, but not on a day-to-day basis. For users who would wish to use the tool regularly as an analysis tool, we would recommend attending our Analyst’s Notebook Standard or Using Analyst’s Notebook with Cyber and Other Digital Data courses.

## i2 iBase Introduction to Searching, Queries, and Charting Overview Summary

Level 1 – Foundation Course

Duration: 2 hours

*“I want to learn how to effectively interrogate my database to locate key data and to control the creation of Analyst’s Notebook charts from the results.”*

Use the following search tools to interrogate and ask analytical questions of your database; Find, Search 360 and Queries. Understand how each tool works to the level required for confident day-to-day-use. Produce a list of results in Excel and save key records in a Set for use later and to share. Create Analyst’s Notebook charts from your search results to enable successful analysis.

### Is this course right for you?

This course is aimed at new and self-taught users, or those who want to refresh their knowledge.

It suits those who are required to search, query, and chart data, but not on a day-to-day basis. For users who would wish to use the tool regularly as an analysis tool, or have the need to add data, import data, or produce reports, we would recommend attending our iBase Standard course.

## IBM i2 Analyst's Notebook Standard Course Overview Summary

Level 1 – Foundation Course

Duration: 3 days

*"I can create a simple charts by dragging on Entities and Links, but I know it can do so much more to help with my day to day work."*

Setting down a firm base, this course takes students through the essential elements of i2 Analyst's Notebook before lifting them to a higher level of skill and understanding. Students will gain the knowledge needed to create, search, and analyse charts and to produce clear and concise results.

### Is this the right course for you?

This course is aimed at new or self-taught users of the software who wish to learn and work in a more effective and efficient way.

## i2 Analyst's Notebook with Cyber and other Digital Data

Level 1 – Foundation Course

Duration: 2 days

*"I want to learn how the software can help me visualise and interrogate my data. I've got so much information and comparing rows on spreadsheets just won't cut it anymore!"*

Setting down a firm base, this course will take you through the core fundamentals of i2 Analyst's Notebook, whilst using terminology relevant to digital threats and clear example tasks in a cyber related context. Whilst we are focusing on cyber data on this course, these same methods can be applied to other tasks and data as well.

### Is this the right course for you?

This course is aimed at new and self-taught users, or those who want to refresh their knowledge. Our focus is on applying the software, therefore you do not need to be from a technical background or an industry expert to reap the benefits from these more efficient techniques.

## IBM i2 Analyst's Notebook Importing Course Overview Summary

Level 2 – Progression Course

Duration: 1 day

*"Importing real data can be tricky and time consuming – I need to standardise my information, deal with unusual date formats, errors and missing information."*

Increase your knowledge of the importing functionality available in the software. Build on previous knowledge gained on the Analyst's Notebook Standard Course, or gained by the use of the software over a period of time. Import complex data from a variety of data sources and types. Cleanse data whilst importing without affecting the original file. Share and manage import specifications to allow effective and efficient working practices.

### Is this the right course for you?

This course is for current users of i2 Analyst's Notebook who wish to focus on using the Importing functionality in a more complex environment.

## IBM i2 Analyst's Notebook Analysis Course Overview Summary

Level 2 – Progression Course

Duration: 2 days

*"I mainly use Analyst's Notebook to draw pretty pictures, but I know I should be using it to do so much more..."*

Increase your knowledge of the analytical tools available in the software. Analyse complex data using a combination of tools to assist in the intelligence process. Experience the potential and power of i2 Analyst's Notebook as an analytical tool. On this course we move away from the basics to combine tools and utilise the more advanced options.

### Is this the right course for you?

This course is aimed at regular users of Analyst's Notebook who either know they could get more out of the tool, or those who are having difficulty working with larger charts and datasets.

## IBM i2 Analyst's Notebook Social Network Analysis Course Overview Summary

Level 2 – Progression Course

Duration: 1 day

*"I know how to press the buttons – but I don't really know what it means or how Social Network Analysis could be useful to me."*

Gain a deeper understanding of the Social Network Analysis measures and their potential to identify key entities in your data. The course exposes students to new and useful ideas that can help them in their everyday analytical role.

### Is this the right course for you?

This course is aimed at existing Analyst's Notebook users who typically work with large charts and need tools to help them identify key entities and groups.

## IBM i2 Analyst's Notebook Dissemination Course Overview Summary

Level 2 – Progression Course

Duration: 1 day

*"I struggle to create a chart that gets my message across clearly. They often end up too big to fit a piece of A4 paper or are confusing for other people."*

Build on previous knowledge gained on the Analyst's Notebook Standard Course or by the use of the software over a period of time. Create charts and documents to allow clear understanding of complex connections and patterns. Learn tips and tricks to enable you to create briefing charts and dissemination documents quickly and efficiently.

### Is this the right course for you?

This course is for current users of i2 Analyst's Notebook who wish to focus on the creation of briefing and dissemination charts.

## IBM i2 Analyst's Notebook Refresher and Upgrade to V9 Course Overview Summary

Level 2 – Progression Course

Duration: 1 day

*"I have been using Version 9 for a while now, but I am sure I am missing loads of great new ways of doing things."*

Focusing on the new analysis features available in the latest versions of the software, this course will allow you the opportunity to refresh your knowledge; as well as discover functionality that you may not have used before. It will also ensure that you are able to navigate using the new ribbon interface, enabling your easy access to all the features that will be used on a daily basis.

### Is this the right course for you?

This course is for current users of i2 Analyst's Notebook who wish to learn how to use the new user interface and functionality in Version 9. We will also cover some functions which were added in later Versions of Analyst's Notebook 8.

## IBM i2 iBase Standard Course Overview Summary

Level 1 – Foundation Course

Duration: 2 days

*"I want a good overview of the whole system and to make sure I am getting the most out of it."*

Setting down a firm base, this course takes students through the essential elements of i2 iBase for new users, or those who wish to refresh their knowledge. It equips them to add, search and analyse volume data to discover hidden information and connections and teaches them how to take information from iBase into other applications such as i2 Analyst's Notebook and Excel.

### Is this the right course for you?

This course is specifically for new users of i2 iBase or users who are self-taught and want to make sure they are using the system in the best way.

## IBM i2 iBase Importing Course Overview Summary

Level 2 – Progression Course

Duration: 1 day

*"I am not completely confident that I understand the importing process well enough to start putting large amounts of data into the database."*

Increase your knowledge of the importing functionality available in the software. Use Field Actions to make data conform to your organisation's standards without affecting the original data. Understand by example options for reducing duplication and the possible effects of updating existing records, and learn processes to help when things don't go as planned.

### Is this the right course for you?

This course is for current users of i2 iBase who are required to import a variety of data sets into an iBase database.

## IBM i2 iBase Analysis Course Overview Summary

Level 2 – Progression Course

Duration: 1 day

*"I have noticed some options in the iBase analytical menu that I am not familiar with and would like to be able to use them with confidence."*

Increase your knowledge of the analytical functionality available in the software. Build on previous knowledge gained from taking the iBase Standard Course, or by use of the software, over a period of time. Analyse data using a combination of functionality in order to make the most of iBase as an analytical tool. On this course we move away from the basics and look at how the more advanced options can be put into action.

### Is this the right course for you?

This course is for current users of i2 iBase who wish to focus on using the analytical tools in a more complex environment.

## IBM i2 iBase Designer Course Overview Summary

Level 3 – Experienced Course

Duration: 5 days

*"My colleague who created the database is leaving and I have been asked to take over. I need a course that will give me the knowledge to create and or make changes to an existing iBase database structure."*

Learn how to implement and administer i2 iBase databases. This course helps students plan, create, and test iBase databases that are used to hold and analyse large amounts of data. It also covers iBase specific administration processes and helps students to put into practice the creation of users with different security settings.

### Is this the right course for you?

This course is specifically for users who are required to design and create an iBase database. It will also suit people who will be involved in continuing the evolution of an existing iBase database. Analysts who are familiar with the concepts of Entitles and Links are ideal for this course. Classic database designers and database administrators will also find this course helpful if they are tasked with designing an iBase database.

## Using iBase with Analyst's Notebook Course Overview Summary

Level 2 – Progression Course

Duration: 1 day

*"I can create Analyst's Notebook charts from iBase, but it doesn't look the way I want and there is usually more information than I can manage."*

Learn how to control the creation of Association, Sequence of Events, and Flow charts in i2 Analyst's Notebook using information held in an iBase database. Add the data you need in the way you want for briefing and presentation charts, or for analytical charts that can take full advantage of Analyst's Notebook functions. You will also understand how to use the two products together to control what is being edited in either Analyst's Notebook or iBase.

### Is this the right course for you?

This course is aimed at existing users of iBase and Analysts' Notebook who will use both products together to visualise and analyse the data in Analyst's Notebook charts, typically an Analyst.