



# CMG Directory & Configuration Manager

## Description

CMG Configuration Manager & Directory Manager course is designed for system administrators, system managers, operators & office personnel who will be responsible for structuring, programming and amending the corporate directory on a daily basis.

## Prerequisites

- A good skill in computer literacy
- An active role or an interest in telecommunications management.
- Knowledge of switchboard operation

## Training Technique

- Verbal instruction
- Demonstrations and Practical exercises
- Discussion and questions and answers

## Who Should Attend

The course is aimed at:

- Telecommunication managers
- Telecommunication administrators
- Switchboard Operators

## What will you learn?

- Introduction to CMG
- CM & DM and NOW structures
- Adding, deleting and amending user defined fields (UDF's)
- Creating departments
- Searching, adding, amending & deleting subscriber records
- Creating Keywords
- Creating, amending, deleting Quick Info Files
- Managing advanced options
- Using the directory and Quick Info Files in NOW (Netwise Operator Workstation)

## Duration

1 day

## Max Delegates

Dependent on location