



Visio - Diagrams



Audience

For individuals who need to create flow charts, organisation charts, floor plans, Gantt charts or timelines

Outcomes

You will be able to create a wide range of diagrams very quickly and effortlessly

Course Content

Create a basic flowchart and a cross-functional flowchart

Construct an organisation chart

Draw a Gantt chart & timeline

Brainstorming diagrams

Use all the formatting, selection and navigation tools

Customise your stencil & toolbars

Apply backgrounds to templates

Edit shape data & graphics

Linking and embedding Visio diagrams

Duration

2-3 hours depending on the number of different diagrams which need to be covered

Price

2 hours –£310 including the hire of 8 laptops

3 hours –£435 including the hire of 8 laptops

Includes

All training Visio diagrams for future practice

Full colour booklet to accompany the lesson