

## **RPA Automation Anywhere Course Content**

### **Course Description:**

Automation Anywhere tool develops robotic process automation software using software bots to finish processes. It is smart automation technology mainly focus to automate complex tasks without human involvement. Automation Anywhere blends traditional RPA with insight elements such as processing natural language and reading unstructured data. Its web-based management system automates tasks with help of control room and bots like bot creator, bot runner, IQ bot, Meta bot, and task bot with machine learning capabilities.

Automation Anywhere is used in many areas such as finance, accounts, HR, marketing, government, sales, healthcare, IT operations and manufacturing industries. The scope of automation anywhere is huge due to its key feature as it works on “high transaction speed with less time with low cost”.

Any enterprise can use Automation Anywhere RPA tool to increase its efficiency with less human effort. Our Automation Anywhere online training will be delivered by industry experts from end to end. Freshers who choose a career in the automation path can easily as no programming knowledge is required to learn these concepts.

### **Course Content:**

#### **AAE Control Room: Getting started with Control Room**

- Control Room overview
- Control Room interface
- Log on to Control Room
- Log on to Bot Insights
- Configure Control Room for the first time
- Configuring Control Room for the first time - Custom
- Configuring Control Room for the first time - Express
- Configure Control Room for Single Sign-On
- Search and filter data
- Scheduled activity page

#### **Profile Management**

- Change your password
- Edit and update your profile

#### **Administration Overview**

- Settings - an overview
- Client application
- Configuration settings
- Email - settings
- Bots – Configure Version Control

- Users - An Overview
- Create a non-active directory user
- Edit non-Active Directory user details
- Create an Active Directory user
- Edit Active Directory user details
- Add a user from idPuser for Single Sign-On
- View user details
- Edit idPuser details
- Delete a user
- Roles - An Overview
- Create a role
- View a role
- Edit a role
- Copy a role
- Delete a role
- Licenses -an overview
- Trial license
- Install a license
- Migration - an overview
- Migration wizard

### **Bots Overview**

- Credentials - Overview
- Create a credential
- View a credential
- Edit a credential
- Delete a credential
- Create a locker
- View a locker
- Edit a locker
- Delete a locker
- Credential requests
- Credential Vault e-mail notifications
- My Bots - overview
- Files and folder(s)
- Create and Edit Folders
- View bot details
- View folder details
- Folders area
- Run a bot
- Delete bot(s) and folder(s)

- Force unlock Bots
- Bot Life cycle Management (BLM) – an overview
- Export bots
- Import bots

### **Activity Overview**

- In progress activity page
- View in progress activity details
- Historical activity page
- View details of selected activity from history
- Schedule a bot
- View scheduled bot details
- Edit scheduled activity
- Delete a schedule
- Activate or deactivate a scheduled activity

### **Bot Runners and Bot Creators Overview**

- My Devices
- My device pools
- Create and delete device pools
- View device pool
- Edit device pool

### **Workload Overview**

- Work load - Queues
- Create queues
- Edit queues
- View queue details
- View automation of a queue
- Manage Work Items
- Run bot with queue
- Workload - SLA calculator

### **Audit log Overview**

- View audit details
- Audit logs forum bot deployment and bot runner session

### **Dashboards Overview**

- Dashboards - home
- Dashboards - Bots
- Dashboards - Devices page
- Dashboards - Audit page

- Dashboards - Workload page
- Dashboards - Insights page
- Dashboards - Common Tasks

### **AAE CLIENT: Introduction to Automation Anywhere Client**

- Understanding the Features and Benefits of Automation Anywhere
- Automation Anywhere System Requirements
- Connecting to Automation Anywhere Control Room
- Working with Tasks
- Task Properties
- Special Keys

### **Creating an Automation Task**

- Best Practices for Recording and Running Tasks
- Recording an Automation Task
- Using the Web Recorder
- Using the Screen/ Standard Recorder
- Recording Tasks using the Smart Recorder
- Creating a Task using the Workbench
- Using the Secure Recording Mode

### **Working with Automation Tasks**

- Using the Task List
- Editing a Task
- Editing a Web-only Task with Web Recorder Commands
- Editing Multiple Commands (Bulk Edit)
- Changing Window Titles
- Copying or Renaming a Task
- Running a Task
- Stopping a Task
- Deleting a Task Bot
- Locating a Task on Your Computer
- Sending a Task
- Setting Task Properties
- Viewing and Setting General Properties
- Timeout
- Repeating a Task
- Adjusting the Speed of a Task
- Sending Email Notifications for a Task
- Setting up Hotkeys for a Task
- Setting Security Features for a Task
- Viewing System Logs

- Scheduling Tasks to Run
- Scheduling Tasks Using the Scheduler
- Using the Schedule Manager
- Scheduling Tasks in Bot Creator or Bot Runner
- Scheduling Tasks Using Triggers
- Using Caps Lock in Your Tasks
- Debugging Task Bot / Meta Bot Logic
- Calling Tasks from Programs or Scripts
- Uploading – Pending Changes or Files
- Uploading or Downloading Task Bots, Workflows and Dependencies
- Viewing Version History

## Using the Workbench

- Using the Workbench
- Using the Actions List
- Using Filters in the Workbench
- Manage Bot Dependencies

## Commands

- Active Directory Command
- App Integration Command
- Citrix Automation
- Clipboard Command
- Comment Command
- Database Command
- Delay/ Wait Commands
- Email Automation Command
- Error Handling Command
- Excel Command
- Excel Command – Contains Header
- File and Folder Commands
- FTP/ SFTP Command
- IF/ ELSE Command
- Image Recognition Command
- Insert Keystrokes Command
- Insert Mouse Click Command
- Insert Mouse Move Command
- Internet Connection Command
- Queue Orchestration
- Launch Website Command
- Log-to-File Command

- Loop Command
- Manage Windows Controls Command
- Message Box Command
- Object Cloning Command
- OCR Command
- Open Program/ File Command
- Pause Command
- PDF Integration Command
- PGP Command
- Play Sound Command
- Printer Settings Command
- Prompt Command
- Read from CSV/ Text Command
- REST Web Service Command
- Run Script Command
- Run Task Command
- Screen Capture Command
- Send Email Command
- Services Command
- SNMP Command
- Stop Task Command
- String Operation Command
- System Command
- Terminal Emulator Command
- Variable Operation Command
- Web Recorder Command
- SOAP Web Service Command
- Windows Actions Command
- XML Command

### Using Variables

- Using the Variable Manager
- Using Variables
- Knowing When to Use Variables
- Passing a Variable between Running Tasks
- Using Variables with IF-Else and LOOP Commands
- Types of Variables
- User-defined Variables
- System Variables
- Working with Variables
- Assigning credential variables from credential lockers

- Reinitializing Variables
- Resetting System Variables
- Assigning Variables in a Task
- Reading Variables from an External File
- Watching Variables
- Using Variables to Create Timestamps for Your Files
- Passing a Variable to a VB Script
- How to use Array Variable in Loop Command
- Using Array Type Variables
- Excel System Variables
- Creating a New Variable
- Communicating with the Control Room
- Uploading and Downloading Tasks to the Server
- Comparing Files that Reside on the Client and Server