Step 2: Learn aACE Basics

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The fastest way to learn aACE is by working in the system. As you progress through the discovery process, you will work in a live, web-based version of aACE. For an example of how the basic features of aACE help your team learn, read our <u>feature highlight</u>

(https://www.aacesoft.com/resources/ready-to-optimize-your-business-get-started-aace-basics).

Testing Your Understanding

As you begin to learn how to work with aACE, you can test your mastery and learn additional time-saving features by taking the <u>aACE Basics Learning Module (http://www.aacesoft.com/learning)</u>.

This learning module links you to a webinar that reviews the basic system functionality. After you watch the webinar, you can answer four sections of questions that help you consolidate your understanding. These questions are designed as prompts for you to work in your Discovery system and see the results of various activities. In other words, the learning module is an open-book quiz and your aACE system holds the answers.

Additional Resources

Review the aACE 5 System Directory Modules Terminology.pdf

(https://dyzz9obi78pm5.cloudfront.net/app/image/id/5a14dd08ed121cad73bc2d4b/n/aace-5-system-directory-modules-terminology.pdf) Which includes:

- aACE System Directory A navigation map of aACE as it exists out of the box
- aACE Modules Definitions of all aACE modules
- aACE Terminology Other keywords and definitions to help you learn the system quickly

Priority Support Articles

Please also review the following two guides:

- <u>System Overview</u> (http://aace5.knowledgeowl.com/help/115000452812-system-overview) Gives you a general understanding of aACE navigation
- <u>Getting Started with aACE (http://aace5.knowledgeowl.com/help/115000453951-getting-started-with-aace)</u> Walks you through the basics of working in the system