



**GO ANYWHERE**<sup>®</sup>  
Managed File Transfer

# GoAnywhere MFT Product Training Courses

Our training courses\* are designed for organizations that want to get the most out of GoAnywhere's powerful managed file transfer features and maximize their return on investment.

This training series is designed for both new and experienced users and covers the most critical features of the software. Each course is approximately 1 hour long. Our training is flexible, provided online or in-person by our experienced Product Specialists.

Multiple users can participate in each course at a time. The Product Specialist assigned to your training will begin each course with a short presentation that covers core training concepts for the class, followed by an extensive demonstration.

Training is chargeable at \$225 per credit. Any training credits you purchase expire 90 days after your purchase date, so be sure to use them before. Training credits are nonrefundable.

To schedule training for your team, just fill out the registration form at [www.goanywhere.com/support/register-for-training](http://www.goanywhere.com/support/register-for-training).

## Custom Training

Have training needs that aren't covered by our course listings? We also provide custom training and will work to get you the instruction you need. Just contact us with your requirements for custom training at [goanywhere.training@helpsystems.com](mailto:goanywhere.training@helpsystems.com), and a product specialist will get in touch.

\*Training for GoAnywhere Director and GoAnywhere Services is no longer provided.

## COURSE LISTING

### 1. Administration Training

- GAMFT-101 Getting Started with GoAnywhere MFT
- GAMFT-102 GoAnywhere Administration

### 2. Workflow Training

- GAMFT-103 Introduction to Workflow Automation
- GAMFT-104 Executing Projects and Job Management
- GAMFT-105 Intermediate Workflow Automation
- GAMFT-106 Advanced Workflow Automation
- GAMFT-107 Securing Data Transmissions
- GAMFT-114 Processing XML Files

### 3. Services Training

- GAMFT-108 Configuring Service Listeners
- GAMFT-109 File Transfer Security Controls
- GAMFT-110 Web User Management
- GAMFT-111 Secure Mail
- GAMFT-112 GoDrive
- GAMFT-117 Secure Forms
- GAMFT-118 Agents

### 4. Other Training

- GAMFT-113 Implementing and Maintaining High Availability
- GAMFT-115 Automating File Transfers with AS2
- GAG-116 GoAnywhere Gateway as a DMZ Reverse Proxy

## 1. Administration Training

### **GAMFT-101 Getting Started with GoAnywhere MFT**

In this course, you'll be provided a guided tour of the GoAnywhere MFT interface and the basic settings you'll use to manage your GoAnywhere MFT service.

#### **Course Agenda**

- Introduction
- Interface Tour
- Dashboard & Gadgets
- Help
- License
- Check for Updates
- Global Settings
- System Alerts
- Q&A

### **GAMFT-102 GoAnywhere Administration**

This course provides an introduction to GoAnywhere's administrative features and best practices. Topics covered in this course include server settings, databases, admin user roles, permissions, domains, login methods, and encrypting files at rest.

#### **Course Agenda**

- Introduction
- Admin Server Configuration
- Database Configuration
- Encrypted Folders
- Administrative Users
- Admin Roles and Groups
- Security Settings
- Domains
- Login Configurations
- Q&A

## 2. Workflow Training

### **GAMFT-103 Introduction to Workflow Automation**

Learn how to set up file transfers and workflows as GoAnywhere Projects, which can then be automated and managed from a central interface. This course teaches you the basic building blocks of a Project, including Resources, Modules, Tasks, Elements, and Variables. At the end of the class, users will be able to create, execute, and view the results of a Project.

#### **Course Agenda**

- Introduction
- Core Concepts
- Resources
- Navigating Projects
- Creating and Editing a Project
- Project and Main Modules
- Introduction to Tasks
- Variables
- Logging
- Error handling
- Job Control
- Q&A

### **GAMFT-104 Executing Projects and Job Management**

You'll learn how to execute Projects (as Jobs) on a scheduled basis, from your applications, on demand, or system events. File Monitors will demonstrate how to execute Projects when files are created, modified, or deleted.

Triggers let you execute Jobs based on events that occur on the system, such as when a file is uploaded or downloaded. You will also learn how to create Job Queues to prioritize Jobs and limit the number of Jobs that can run at a time. At the end of the class, you will have learned several methods to expertly manage Job volumes of any size.

#### **Course Agenda**

- Introduction
- Job Queue Manager
- Monitors

- Triggers
- Scheduler
- Queued Jobs
- Active Jobs
- Completed Jobs
- Q&A

## GAMFT-105 Intermediate Workflow Automation

This course will teach you how to configure the connection properties for your data resources once, and then use them throughout your Projects. You will learn how to utilize different variable types, use decision making logic, iterate over data sets, and direct the outcome of your workflows.

### Course Agenda

- Introduction
- Resources in depth
- Variables in depth
- Creating and using variables
- Simple decision making
- Tasks overview
- Custom Tasks
- Q&A

## GAMFT-106 Advanced Workflow Automation

Learn how to manipulate your data using Expressions, Functions, and System variables. These features allow you to change the data stored in variables in several ways, such as calculations, number formatting, text replacements, adjusting date and time values, and more. You will learn how to anticipate and manage errors that can occur in Projects, and advanced methods for calling modules and projects.

### Course Agenda

- Introduction
- Manipulating data using Expressions and System Variables
- Loops
- Manipulating data using Functions
- Making decisions based on Expressions
- Creating and using Multiple Modules
- Creating and using an Error Module
- Calling Projects
- Q&A

## GAMFT-107 Securing Data Transmissions

GoAnywhere MFT allows you to securely exchange sensitive data with your trading partners using standard protocols. This course covers the methods that are used to encrypt files using OpenPGP and AES256 as well as secure transmissions using SFTP, SSH, and SSL.

Key Management for OpenPGP keys, SSH keys and SSL certificates will be discussed. Securing the GoAnywhere Administration interface over HTTPS will also be covered.

### Course Agenda

- Introduction
- SSL Certificate Management
- SSH Key Management
- PGP Key Management
- Encryption & Decryption Processes
- Q&A

## GAMFT-114 Processing XML Files

In this specialized course, users learn how to read and write XML Files using the GoAnywhere Project Designer. At the course completion, users will be able to read data from a database and write out to XML format, as well as parse XML documents into database tables.

### Course Agenda

- Introduction
- Discuss XML Tasks
- Read XML Project
- Write XML Project with IF and For-Each
- Q&A

## 3. Services Training

### GAMFT-108 Configuring Service Listeners

Learn how to configure and monitor the HTTPS, FTP, FTPS, SFTP, and AS2 services in GoAnywhere. This will include setting the port numbers for the listeners, setting preferences, and configuring server keys and certificates. Best practices for routing connections through the GoAnywhere Gateway reverse proxy will also be covered.

## Course Agenda

- Introduction
- SFTP Configuration
- HTTPS/AS2 Configuration
- FTP Configuration
- FTPS Configuration
- GoFast Configuration
- Active Sessions
- Q&A

## GAMFT-109 File Transfer Security Controls

This course provides an overview of the file transfer security controls available to you in GoAnywhere. Topics will include password policies, user groups, and authentication methods including Active Directory and LDAP pass-thru authentication. This will be followed by IP filtering, as well as monitoring for Denial of Service and Brute force attacks.

You will also learn how to set up System alerts to monitor for important events.

### Course Agenda

- Introduction
- IP Filter & IP Blacklist
- Enabling FIPS 140-2
- SSL Certificates
- SSH Keys
- Web User Authentication Using SSH Keys
- Q&A

## GAMFT-110 Web User Management

This course teaches the principles for managing the accounts (Web Users) and security settings for individuals that need to access your HTTPS, FTP, FTPS, SFTP, or AS2 file transfer servers for exchanging files. You will learn how to create Web Users and apply group or template based permissions for easier Web User management. Also discussed are methods for Web User self registration and invitations.

### Course Agenda

- Introduction
- Role of a Web User
- Web User Management
- Web User Details

- Web User Groups
- Web User Templates
- Web User Settings
- Web User Self-Registration
- Q&A

## GAMFT-111 Secure Mail

The Secure Mail module in GoAnywhere allows your employees to send messages and files as secure "packages" on an ad-hoc basis. This course will teach you how to implement the Secure Mail module through the HTTPS Web Client or using an Outlook Plug-in.

Additionally, you'll learn how to personalize your Secure Mail messages using your own corporate branding and styles.

### Course Agenda

- Introduction
- Overview
- Secure Mail Prerequisites
- Secure Mail Settings
- Package Manager
- Outlook Plugin
- Personalization with Email Templates
- Q&A

## GAMFT-112 GoDrive

The GoDrive module in GoAnywhere is an on premise enterprise file and synchronization service (EFSS). This course will teach you how to implement the GoDrive module through the HTTPS Web Client or using desktop sync-clients for Windows or Mac OS X.

### Course Agenda

- Introduction
- Overview
- GoDrive Settings
- Device Manager
- Sharing & Permissions
- Desktop Sync Client
- Personalization with Email Templates
- Q&A

## GAMFT-117 Secure Forms

The Secure Forms module allows end-users to fill out custom forms with one or more input values, optionally upload files through the HTTPS Web Client in GoAnywhere, or submit forms by making SOAP or REST requests from your custom built applications.

This course will teach you how to create a Secure Form with configurable input fields, custom labels and file components. You will also learn how to create a project that processes Secure Form data, how to provide files to Clients using Secure Forms, and how to authorize Secure Forms for Web Users.

### Course Agenda

- Introduction
- Overview
- Creating a Secure Form
- Projects and Secure Forms
- Providing files to Clients using Secure Forms
- Authorizing Secure Forms for Web Users
- Q&A

## GAMFT-118 Agents

Agents are lightweight applications, extensions of GoAnywhere MFT that can be deployed to virtually any operating system including Windows, Linux, IBM i, and more. Agents can run on systems inside an organization's network, or can be deployed to remote sites like branch offices and cloud networks. This course will teach you how to configure Agents, Agent Groups, and Agent Templates, and how to manage and utilize Agents for monitoring, secure file transferring, and other project tasks.

### Course Agenda

- Introduction
- Overview
- The Agent Manager
- Agent Groups
- Agent Templates
- The Agent Console
- Executing a Project on an Agent
- Q&A

## 4. Other Training

### GAMFT-113 Implementing and Maintaining High Availability

In this course, you'll learn how to implement clustering, in which two or more GoAnywhere systems will be in an active-active configuration. This will allow you to effectively distribute workloads and provide high availability. You will learn how to properly enable clustering through named systems, channel configuration, shared database, and shared file systems.

### Course Agenda

- Introduction
- Prerequisites
- Server Configuration
- Shared Folder Locations
- GoAnywhere.xml
- Cluster Manager
- Troubleshooting
- Log Switching
- Failover
- Backups
- Q&A

### GAMFT-115 Automating File Transfers with AS2

In this specialized course, users will learn how to automate file transfers using the AS2 protocol. Topics include planning, working with SSL Certificates, defining AS2 resources, encrypting messages, and processing return receipts.

### Course Agenda

- Introduction
- SSL Certificates and AS2
- GoAnywhere Workflow Automation Topics
- AS2 Resource
- AS2 Task
- GoAnywhere File Transfer Topics
- AS2 Setup
- Configuring AS2 for Web Users
- Q&A

## GAG-116 GoAnywhere Gateway as a DMZ Reverse Proxy

Users will learn how GoAnywhere Gateway can be set up as an enhanced reverse proxy to keep inbound ports closed into the private network, while keeping sensitive data out of the DMZ. We'll demonstrate how to properly configure the GoAnywhere Gateway to listen for inbound connections from your external trading partners and map those sessions to SFTP, FTPS, FTP, and HTTPS services in your private network.

### Course Agenda

- Introduction
- Installation
- License
- Administering Gateway
- Firewall Configuration
- Gateway Configuration
- Session Persistence & Timeout
- Q&A

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#### About HelpSystems

Organizations around the world rely on HelpSystems to make IT lives easier and keep business running smoothly. Our software and services monitor and automate processes, encrypt and secure data, and provide easy access to the information people need.