

Welcome!



On November 10, 2021, the Celonis Academy is migrating to a new Training Platform and revamping the Customer Training Tracks.

[Why the new training tracks?](#)

To enable you to get to *what you need*, faster! Based on your feedback on track–role relevance and seat time, the new tracks are more concise and reflect concrete goals. Track and course titles reflect the goals and tasks to accomplish with Celonis, making it easier for you to identify which track(s) are relevant to you, given your goals with Celonis.

[Will I get a certification for completing a training track?](#)

You'll earn a Celonis Digital Badge for each goal–based training track and can access it via Credly.

[I have a question about the migration. How can I get help?](#)

First, check out our [Q&A page](#).

If you don't find what you're looking for, [send us an email](#).

[What do the new training tracks look like?](#)

Simply scroll down to find out. Note that we'll continue to offer standalone courses outside these tracks.

Actually, the courses inside these tracks can also be accessed as standalone courses.

Meet our new and improved Training Tracks!

Mix & match! Choose one or multiple tracks, depending on specific user goals. Avoid assigning an entire category to a user unless they truly need all competencies.



Stand or grab a chair? This estimate includes time for hands-on exercises.



User Roles	Categories	Track Name	Celonis Service	Duration (~hrs)	Prior Skills		
					Business	Analytical	SQL
Business User	Daily Business	Act on Recommended Tasks	Business Views: Exec Apps; Action View and Task Inbox	.75	●●●●●		
		Review and Interpret Analyses	Business Views: Analysis	2.5	●●●●●	●●□□□	
	Performance Improvement	Deliver Business Value with Celonis	Several (business acumen courses)	2-4	●●●●●	●●●●●	
Executive	Leadership	Monitor KPIs in Execution Apps	Business Views: Exec Apps; Steering/Management View	.75	●●●●●	●●□□□	
		Monitor KPIs in Analysis Dashboards	Business Views: Analysis	.5	●●●●●	●●□□□	
		Manage Change and Scale Adoption	n/a (business acumen courses)	2-3	●●●●●	●●●□□	
Analyst/App Creator	Asset Building	Build Views and Knowledge Models	Studio: Views, Knowledge Models	4.5-5.5	●●●□□	●●●●●	●●●●□
		Build Action Flows	Studio: Action Flows	4-5	●●●□□	●●●●●	●□□□□
		Build Analyses – Basics	Studio: Analysis	2.5	●●●□□	●●●●●	
		Build Analyses – Advanced	Studio: Analysis [including Code Editor]	4.5	●●●□□	●●●●●	●□□□□
Data Engineer	IT / Data Engineering	Administer the EMS: Security, Permissions, Governance	EMS Team Settings	.75	●●□□□	●●□□□	
		Get Data into the EMS	Event Collection	10	●□□□□	●●●□□	●●●□□



What's in a name?
Descriptive track names allow you to match tracks to user goals.



Suit up!
Our tracks turn you into a Celonis expert across all services.



Are you ready to go?
Check the skills you need to get value out of the track.



This is an outline of customer training tracks. Partner tracks will be updated with the product courses assembled in these tracks.

Category: Daily Business

Training Track: Act on Recommended Tasks

Learning goals:

- Find out how Celonis Execution Apps help you take actions on daily tasks.
- Get to know your Action View depending on your department.
- Complete tasks in the Action View through step-by-step solutions.
- Leverage the Task Inbox to get work done faster.

Skills Profile

Business ●●●●●

Analytical ○○○○○

SQL ○○○○○

Duration

~ 45 min.

Typical Roles

- Accountant / Clerk
- Sales Representative
- Business Analyst

Celonis Service

- Business Views: Execution Apps + Task Inbox

Category: Daily Business

Training Track: Review and Interpret Analyses

Learning goals:

- Conceptualize your process in terms of activities and cases.
- Use the Variant Explorer for an overview of all the ways the process is flowing.
- Use the Process Explorer to quickly identify undesired activities and see how cases are flowing into and out of individual activities.
- Interact with charts and tables to verify your assumptions about how the process is performing and to focus on attributes of cases reflecting inefficiency.
- Leverage Selection Views to filter on cases.
- Use the Case Explorer to inspect individual cases.
- Get automated insights with the Conformance checker and explore possible root causes of inefficiencies.
- Save an analysis selection for future reference and even share it with your team; export visualizations and process data.

Skills Profile

Business ●●●●●

Analytical ●●○○○

SQL ○○○○○

Duration

~ 2 hours and 15 min.

Typical Roles

- Process Specialist / Clerk
- Process Improvement Spec.
- Business Analyst

Celonis Service

- Business Views: Analysis (Process Analytics)

Category: Daily Business

Training Track: Deliver Business Value with Celonis

Learning goals:

- Frame value by identifying and qualifying execution gaps.
- Use Celonis to derive the root causes of execution gaps and to quantify the business impact of resolving them.
- Develop an action plan for relevant improvement actions.
- Monitor realized value and adoption and communicate successes.

Recommended Prerequisite Track:

- Review and Interpret Analyses

Skills Profile

Business ●●●●●

Analytical ●●●●●

SQL ○○○○○

Duration

~ 2 – 4 hours

Typical Roles

- Process Improvement Spec.
- Business Analyst
- Business Process Owner

Celonis Service

- Business Views: Analysis (Process Analytics)

Category: Leadership

Training Track: Monitor KPIs in Execution Apps

Learning goals:

- Find out how Celonis Execution Apps help you monitor and take immediate action.
- Get to know your Management View depending on your department.
- Complete tasks in the Management View through step-by-step solutions.
- Leverage the Task Inbox to get work done faster.

Skills Profile

Business ●●●●●

Analytical ●●○○○

SQL ○○○○○

Duration

~ 45 min.

Typical Roles

- Team Lead
- Strategic Department Lead
- Executive Leader

Celonis Service

- Business Views: Execution Apps + Task Inbox

Category: Leadership

Training Track: Monitor KPIs in Analysis Dashboards

Learning goals:

- Review and interact with a typical executive/leader dashboard.
- Interact with analysis charts to review KPIs per time frame.
- Save an analysis selection for future reference, and share a analysis selection with your team; export visualizations and process data.
- Find out how to further your knowledge in working with other analysis components.

Skills Profile

Business ●●●●●

Analytical ●●○○○

SQL ○○○○○

Duration

~ 30 min.

Typical Roles

- Strategic Department Lead
- Executive Leader

Celonis Service

- Business Views: Analysis (Process Analytics)

Category: Leadership

Training Track: Manage Change and Scale Adoption

Learning goals:

- Design a Center of Excellence (CoE).
- Build a communication plan to support smooth change management.
- Map relevant users and enable them on a targeted basis.
- Monitor realized value and adoption and communicate successes.

Skills Profile

Business ●●●●●

Analytical ●●●○○

SQL ○○○○○

Duration

~ 2 – 3 hours

Typical Roles

- Change Management Lead
- CoE Lead
- Executive Sponsor

Celonis Service

- N/A

Category: Asset Building

Training Track: Build Views and Knowledge Models

Learning goals:

- Navigate the Celonis Studio.
- Create Spaces and Packages in Studio.
- Review Space and Package permissions.
- Explain the relationship between Knowledge Models and Views.
- Discuss various Business Knowledge Entities in Knowledge Models.
- Choose relevant components in Views.
- Apply YAML and Visual Editors to build basic Views and Knowledge Models.

Skills Profile

Business ●●●○○

Analytical ●●●●●

SQL ●●●●○

Duration

~ 4.5 hours

Typical Roles

- Business Apps Builder
- Business Analyst

Celonis Service

- Studio

Category: Asset Building

Training Track: Build Action Flows

Learning goals:

- Create a Space and Package to house the Action Flow Asset.
- Identify use cases for Action Flows.
- Explain the set up of an Action Flow.
- Construct a basic Action Flow.
- Run Action Flows and interpret outputs.
- Schedule Action Flows.
- Identify the need for HTTP modules in Action Flows.
- Send HTTP requests in Action Flows.
- Trigger Action Flows using a Webhook module.

Skills Profile

Business ● ● ● ○ ○

Analytical ● ● ● ● ●

SQL ● ○ ○ ○ ○

Duration

~ 4.5 hours

Typical Roles

- Business Apps Builder
- Business Analyst

Celonis Service

- Studio

Category: Asset Building

Training Track: Build Analyses –Basics

Learning goals:

- Create a Space and Package to house the analysis Asset.
- Publish the analysis using best practices in version control.
- Become familiar with Analysis Settings and Permissions.
- Configure charts and tables with dimensions and KPIs; configure Single KPIs.
- Configure Selection components such dropdowns and date pickers with dimensions.
- Use Design components such as lines, images, and a logo to enhance the visualization of the analysis.
- Use Standard Process KPIs and further enhance them using the Visual Editor.
- Create custom KPIs using the formula builder in the Visual Editor.
- Configure a Conformance checker sheet.

Skills Profile

Business ●●●○○

Analytical ●●●●●

SQL ○○○○○

Duration

~ 2.5 hours

Typical Roles

- Business Apps Builder
- Business Analyst
- Data Analyst

Celonis Service

- Studio: Analysis
- Process Analytics

Category: Asset Building

Training Track: Build Analyses – Advanced

Learning goals:

- Get to know PQL and how to work with it in the analysis code editor.
- Get to know use cases that can only be solved with PQL's PU-functions.
- Create static background filters at analysis-, sheet-, and component-level.
- Create benchmarking analysis sheets to compare attributes (such as regions, vendors, or customers) side-by-side.
- Configure interactive, dynamic drilldown tables that hold several dimensions and display one at a time based on user's selection by using variables.

Recommended Prerequisite Track:

- Build Analyses – Basics

Skills Profile

Business ●●●○○

Analytical ●●●●●

SQL ●○○○○

Duration

~ 4.5 hours

Typical Roles

- Business Apps Builder
- Business Analyst
- Data Analyst

Celonis Service

- Studio: Analysis
- Process Analytics

Category: IT / Data Engineering

Training Track: Administer the EMS: Security, Permissions, Governance

Learning goals:

- Set up key Celonis security features.
- Invite users and manage permissions.
- Govern your users and manage your license.

Skills Profile

Business ● ● ○ ○ ○ ○

Analytical ● ● ○ ○ ○ ○

SQL ○ ○ ○ ○ ○ ○

Duration

~ 45 min.

Typical Roles

- IT Administrator

Celonis Service

- EMS Team Settings

Category: IT / Data Engineering

Training Track: Get Data into the EMS

Learning goals:

- Connect to systems.
- Extract data.
- Transform data.
- Set up and load a data model.
- Schedule regular data loads.
- Monitor and validate data.
- Apply SQL performance best practices.

Skills Profile

Business ● ○ ○ ○ ○

Analytical ● ● ● ○ ○

SQL ● ● ● ○ ○

Duration

~ 10 hours

Typical Roles

- Data Engineer

Celonis Service

- Event Collection

This is how new tracks line up to 'old' courses.

Note that this is not always a one-to-one match.

User Roles	Categories	Track Name	Old customer-facing courses
Business User	Daily Business	Act on Recommended Tasks	Execution app courses + the new Task Inbox course
		Review and Interpret Analyses	Process Discovery Basics + Process Discovery Advanced
	Performance Improvement	Deliver Business Value with Celonis	Path to value courses
Executive	Leadership	Monitor KPIs in Execution Apps	Execution app courses + the new Task Inbox course
		Monitor KPIs in Analysis Dashboards	None
		Manage Change and Scale Adoption	Path to value courses
Analyst/App Creator	Asset Building	Build Views and Knowledge Models	Intro to Studio + Create KMs + Create Views
		Build Action Flows	Intro to AFs + Configure AFs + Automate in SAP with AFs
		Build Analyses – Basics	Analysis Building Basics, plus configuring conformance previously in Analysis Building Advanced
		Build Analyses – Advanced	Analysis Building Advanced, minus configuring conformance
Data Engineer	IT / Data Engineering	Administer the EMS: Security, Permissions, Governance	EMS Administration: Security, Permissions, and Governance
		Get Data into the EMS	Process Connection Basics + Process Connection Advanced + other courses on Data Engineer Track

↓
Everything but the kitchen sink?
 Avoid assigning entire categories to a user group unless they truly need all the competencies from that category.