ME147
Computerized Maintenance Management Systems (CMMS)

Course Introduction:

This course is intended to show a strategy in implementation a Computer Maintenance Management System for the participants looking for ways to evolve and computerized their management system.

The training program provides attendees with an insight of what might be the present state of organization within their Maintenance Department. Then give them an opportunity to see what is available through implementing a Computer Maintenance Management System to reach for the desired level of organization and to review the tools it will take in closing the gap.

Course Objectives:

Upon successful completion of this course, the delegates will be able to:

- Apply the methods, process and techniques used in Computer Maintenance Management Systems needed for achieving and sustaining a successful implementation of a system within their Maintenance Departments
- Review an "Interactive Computer Maintenance Planning and Management Systems"
- Identify key modules of CMMS
- Identify optional features of CMMS
- Understand how advanced technologies apply to CMMS
- Understand the objectives, features, and benefits of CMMS
- Justify a CMMS
- Develop CMMS system specifications
- Evaluate and select a CMMS
- Implement a CMMS
- Audit and optimize the use of your CMMS

Who Should Attend?

This course is designed for anyone who is concerned with implementing, optimizing or simply understanding a Computerized Maintenance Management System as a way to improve maintenance efficiencies. This course is a must for anyone who is involved in maintenance, planning, scheduling or operations at facilities or plants, including plant engineers, industrial and manufacturing engineers, operations managers, maintenance managers and supervisors, engineering technicians, maintenance planners and schedulers, purchasing managers, inventory related managers and anyone interested in maintenance management.

Course Outline:

Day 1:

- The basic maintenance department's function and objectives
- A CMMS overview of functions and benefits
- Deploying a Computerized Maintenance Management System
- Preventative Maintenance
- Predictive Maintenance
- Maintenance Planning

Day 2:

- Maintenance Scheduling
- Measuring Maintenance Departments Efficiencies
- Maintenance cost analysis for optimum maintenance strategy
- Computer application to select the optimum maintenance strategy
- Maintenance work allocation
- Optimum maintenance sequencing

Day 3:

- Maintenance project management and planning
- Programming evaluation review technique
- Critical path method
- Evaluating Time-Cost Trade-off
- Work order priorities
- Interactive practical applications

Day 4:

- Work orders: New, Modify, Filter Out, Close, Add Labor, View, and Print
- Asset (Employee, Equipment, and Materials): A New Asset, View And. Modify Existing Work Assets, Filter Out Asset Information
- View work order history on a particular asset
- Add, Modify, Filter Out Locations
- Interactive practical applications

Day 5:

- Register a new maintenance task in the CMMS
- View and modify an existing maintenance task

- Create a maintenance schedule master
- Modify and view an existing maintenance schedule
- Generate CMMS reports
- Interactive practical applications
- Questions/Discussion and Wrap-up

Course Certificate:

International Center for Training & Development (**ICTD**) will award an internationally recognized certificate(s) for each delegate on completion of training.

Course Methodology:

A variety of methodologies will be used during the course that includes:

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionaires
- Group Work
- Discussion
- Presentation

Course Fees:

To be advised as per course locations. This rate includes participant's manual, Hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Timings:

Daily Course Timings:

08:00 - 08:20	Morning Coffee / Tea
08:20 - 10:00	First Session
10:00 - 10:20	Coffee / Tea / Snacks
10:20 - 12:20	Second Session
12:20 - 13:30	Lunch Break & Prayer Break
13:30 - 15:00	Last Session