
Training Course Agenda for Exaquantum\PIMS Basic Operations & Document Design Course (2 days)

Course Code	:	EQP-OD12
Objectives	:	<p>This course introduces the user to accessing and interpreting Exaquantum\PIMS data; and designing / modifying basic documents and reports. The basic operation and design for typical client programs are covered.</p> <p>Exaquantum\Explorer run-mode features of preconfigured documents is examined, with particular emphasis on using Exaquantum\Explorer's trending component. The Alarm and Event component is also discussed.</p> <p>Exaquantum\Explorer design-mode features are used to create or documents. Particular emphasis on configuring Exaquantum\Explorer's trending component. The Alarm and Event component configuration is briefly discussed. Simple document navigation, text display of values and gauge displays are introduced.</p> <p>The Exaquantum Add-In for Microsoft Excel is covered, to allow users to retrieve Exaquantum data direct to Microsoft Excel. Design options are discussed for standardised reports.</p> <p>The capabilities of the Exaquantum Query Wizard are covered, for use with Microsoft Excel or a third party reporting package.</p> <p>The following <i>options</i> may be arranged in advance prior to booking. A change to the duration and scope will be required.</p> <ul style="list-style-type: none">• Using specific document templates• You use sophisticated pre-configured documents• Exaquantum\Web package
Course Duration	:	2 days
Training Hours	:	morning session 9 ⁰⁰ to 12 ⁰⁰ afternoon session 13 ⁰⁰ to 16 ⁰⁰
Trainees	:	8 maximum

Participants	: For those with a need to create and modify either Excel reports or Exaquantum\Explorer documents. Typical participants include: <ul style="list-style-type: none"> • Document designers responsible for the Exaquantum system • Supervisors and managers producing production and efficiency reports or analysis • Production specialists to analysis performance • Maintenance personnel for preventative maintenance, condition monitoring and fault analysis • Power users
Prerequisites	: <i>Essential:</i> Basic experience with using Microsoft Windows. <i>Desirable:</i> Experience with Microsoft Excel. <i>Desirable:</i> Familiarity with the control system's data.
Documentation	: The following materials will be provided - Exaquantum\PIMS Desktop Data Access annotated slide set for each training participant. NTPP 900 Exaquantum\PIMS Desktop Data Access CD-ROM for each organization. Complete with electronic training materials, user manuals and resources.
Location	: Please refer to the supplied Orientation sheet for venue details.
Additional Information	: Lunch will be provided. Please provide Course Enrolment forms for each training participant; a brief history of the participant's prior experience with Exaquantum and their information needs. Examples of documents that could benefit from being produced with Exaquantum data are welcome.
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Course Content

Day	Item	Description
1	Introduction	Training objectives
	Interpreting Exaquantum data	Interpreting the returned data. Considers issues with timestamps, quality, resolution and frequency
	Exaquantum\Explorer operation	Basic operation for pre-configured Exaquantum\Explorer documents
	<ul style="list-style-type: none"> Trend component operation 	Run-mode features of the standard trend component
	<ul style="list-style-type: none"> Alarm & Events template operation 	Run-mode features of an Alarm & Events template document
	Exaquantum\Explorer design	Basic design and modification of Exaquantum\Explorer documents
	<ul style="list-style-type: none"> Basic document design 	Creating or modifying basic documents
	<ul style="list-style-type: none"> Trend component configuration 	Design-mode features of the standard trend component
	<ul style="list-style-type: none"> Alarm & Events component configuration 	Design-mode features of the Alarm & Events component
	<ul style="list-style-type: none"> Introduction to some more components 	Simple navigation, text display of values and gauge display
	2	Introduction
Exaquantum data access from Microsoft Excel		Basic retrieval and report design using third party clients such as Microsoft Excel
<ul style="list-style-type: none"> Exaquantum Add-In for Microsoft Excel 		Retrieving point, trend or aggregated Exaquantum data
<ul style="list-style-type: none"> Sample reports example 		Brief example for using report templates that mimic the appearance of Centum CS3000 Excel reports
<ul style="list-style-type: none"> Exaquantum Query Wizard for Microsoft Excel 		Using the Query Wizard. Some users find this useful for: <ul style="list-style-type: none"> Querying Alarm & Events to Microsoft Excel Quickly configuring the bulk retrieval of point or trend data