

FSI (FM Solutions) Limited

Asset and PPM

Task Management

Introduction

Asset & PPM Task Management concentrates solely upon asset monitoring and managing PPM (planned preventative maintenance) tasks within your Concept™ system. The aim is to ensure familiarity with the key elements within Concept™ that can ease the path of planned maintenance task generation and effective asset management.

Target Audience

This one day training course is ideally suited for Concept™ users who are responsible for the creation and control of Assets and planned preventative maintenance tasks within their Concept™ system

Course Content

- Introduction, Navigation and Support
- System set-up considerations
 - PPM instructions
 - H&S documents
 - Contract options
 - Asset properties
- Asset Register
 - Defining an asset
 - Defining a PPM schedule
 - Other Works tasks
- Asset Management
 - Table View of Assets
 - Asset Tree
 - PPM Planner
 - Issuing Calendar Tasks
- Task Control
 - Assigning Resources
 - Completing time/cost records
 - Processing tasks to history

Relevant queries to be answered throughout the course.

Certification

Upon completion of the course, a certificate will be issued to all candidates who have demonstrated a satisfactory level of competence.