

CURRICULUM DESCRIPTION

Factory Authorized Trainer

Mandatory to be a Factory Authorized Trainer

Tuition Fee

Tuition is at no cost to Channel Partners and ABB employees. Not available for end users.

Description

This Factory Authorized Trainer program is designed to provide potential “Factory Authorized Trainers” with the processes required and tools available to perform successful ABB training classes. Participants will acquire familiarity with our Learning Management System (LMS) for registration and record keeping. In addition, a broad range of classroom management techniques, as well as presentation skills and exercises, will be practiced. ASU (Authorized Startup), I&C (Installation & Commissioning), and U&M (Usage & Maintenance) designations will be explored with the differences explained.

Student Profile

This training program is aimed at authorized ABB Channel Partners and ABB employees who have shown both the potential and the commitment to perform official ABB training on our behalf.

Training Type and Duration

The overall curriculum combines both web-based eLearning modules and instructor-led classroom training with application exercises and activities to maximize the benefits to participants, and accomplish learning objectives. The classroom portion is approximately 8 hours (1 day) of instructor-led training.

Prerequisites

Participants must have:

- A commitment to perform high-quality ABB training that measure up to the standards that ABB expects and delivers
- Authorization from both ABB’s Channel Manager and Training Manager.
- Completed the eLearning modules:
 - LV AND MV INSTRUCTOR TRAINING (U301E)
 - LV AND MV INSTRUCTOR APPLICATION TRNG (U302E)

Goal

The overall goal of this curriculum is to train and educate participants in the sciences, techniques, and procedures used by ABB’s training department, and to build the skills, knowledge, and attitudes necessary to effectively execute successful training classes.

Learning Objectives

Upon successful completion of this training, participants will be able to:

- Locate the “Training” tab on the ABBNOW website
- Know and implement the procedures to assist the Training Specialist in class set-up in the LMS
- Navigate various pages on the ABBNOW website to access and download vital documents and information
- Identify and use the checklists in the ABB Factory Authorized Trainer Manual
- Demonstrate working knowledge of classroom scheduling and logistics
- Perform a stand-up presentation of a topic provided in class by the instructor
- Provide and accept feedback from other students who are also taking this class

Products Included:

This class reviews the procedures necessary to set-up the following product ASU, I&C, and U&M classes:

- Drives: ACS580, ACH580, ACQ580, ACS880, DCS880
- eCo Programmable Automation Controller (PAC)
- HMI & Faceplate software program

Student Materials

Upon completion each student will receive:

- A copy of their video presentation (if requested)
- Student manual with all presentations and exercises

The ILT portion of this training is held at the ABB New Berlin, Wisconsin Training Center. For a schedule of other training opportunities please visit Training website at: <http://new.abb.com/service/training/abb-university/united-states/drives>.

Agenda

eLearning	Classroom Instructor Led Training (ILT)
Pre-Requisites	Day 1 - 8:00 a.m. ~ 5:00 p.m.
• LV AND MV INSTRUCTOR TRAINING	• Welcome and Introduction
• LV AND MV INSTRUCTOR APPLICATION TRAINING	• People Skills
	• Training Styles
	• Environment
	• Presentation Skills
	• Effectively Engaging Attendee Types
	• Body Language
	• Presentation Practice
	• Wrap-up / Course Evaluations

Note: Students are required to provide their own laptop with software to view/edit a PowerPoint presentation. Time will not permit the troubleshooting of student-owned PC's.