Training Agenda

(Example)

Course:	Customer training
Product:	---
Date:	---
Plant, Location:	Site name, GCB Training Center
Trainer:	Mr. Volkan Uzakgoeren

Time	*Subject*	*Chapter*
8.30 - 9.00	**Welcome** - Short introducing (Organisation, Trainer, Participants) - Your expectations	2
9.00 - 10.00	**Product Description** - Product description & design - Operating modes, controls & alarms	**3**
10.00 - 10.15	*Break*	
10.15 - 11.00	- Customer control & protection (Interlocking)	
11.00 - 12.30	**Operating Mechanism HMB** - Components - Function (animation) - Preventive Maintenance	**4**
12.30 - 13.15	*Lunch*	
13.15 - 13.45	**SF6 Gas Handling** - Healthy & Safety aspects - Alarms	**5**
13.45 - 14.00	*Break*	
14.00 -16.30	**Maintenance Concept** - Maintenance plan - Overhaul criteria - Preventive maintenance - Tools (data logging file, cumulated current)	**6**
16.30 - 16.45	**Identification & Documentation** - Dimension drawing - Factory Acceptance Test report - Nameplate information - Schematic diagram	**7**
16.45 - 17.00	*Break*	
17.00 - 18.00	**Control test**	
18.00 - ……	**Feedbacks / Questions-Answers**	