

ApplyIT Operations Suite – Competency Program



	Code	Course Name	Objectives	Code	Course Name	Objectives	Code	Course Name	Objectives	Code	Course Name	Objectives
The courses in the Essentials Track provide basic contextual information about the Operations Suite solutions, together with a working knowledge of how the software is used on a day-to-day basis to manage key processes.												
ESSENTIALS	ET001	IntelliPERMIT™ Essentials	Introduction to the basic principles of safety management. Understand the various roles and responsibilities regarding permits-to-work. Understand where IntelliPERMIT™ fits in the broader Operations Suite.	ET101	SmartSURE™ Essentials	Introduction to the basic principles of Environmental Health & Safety and Quality management systems such as ISO, OHSAS, NOSA...etc. Understanding where SmartSURE™ fits in the broader Operations Suite.	ET201	OptiRUN™ Essentials	Introduction to the basic principles of plant maintenance/asset management. Overview of recent maintenance trends. Understanding where OptiRUN™ fits in the broader Operations Suite.	ET301	FlexiLOG™ Essentials	Introduction to the FlexiLOG™ Toolset. Understand how FlexiLOG™ can be applied in a wide range of applications to add value in an operating environment. Understanding where FlexiLOG™ fits in the broader Operations Suite offering.
	ET002	IntelliPERMIT™ User Training	Introduction to the end-user functionality in IntelliPERMIT™. Learn how to issue and manage permits in IntelliPERMIT™.	ET102	SmartSURE™ User Training	Introduction to the end-user functionality in SmartSURE™. Learn how to report and investigate incidents/non-conformances. Learn how to manage tasks and inspections.	ET202	OptiRUN™ User Training	Introduction to the end-user functionality in OptiRUN™. Learn how to issue and manage work orders in OptiRUN™. Learn how to manage spares in OptiRUN™.	ET302	FlexiLOG™ User Training	Introduction to the end-user functionality in FlexiLOG™. Learn how to fill out logs, find and read other user's logs, manage tasks assigned to you, sign off logs...etc.
The Sales Track aims to empower sales and presales consultants to effectively sell the Operations Suite solutions.												
SALES	ST001	IntelliPERMIT™ Sales	Learn how to effectively sell IntelliPERMIT™ including highlighting customer pains, building a business case, addressing common objections, differentiators against other possible solutions and using the marketing tools available for IntelliPERMIT™.	ST101	SmartSURE™ Sales	Learn how to effectively sell SmartSURE™ including highlighting customer pains, building a business case, addressing common objections, differentiators against other possible solutions and using the marketing tools available for SmartSURE™.	ST201	OptiRUN™ Sales	Learn how to effectively sell OptiRUN™ including highlighting customer pains, building a business case, addressing common objections, differentiators against other possible solutions and using the marketing tools available for OptiRUN™.	ST301	FlexiLOG™ Sales	Learn how to effectively sell FlexiLOG™ including building a business case, addressing common objections, differentiators against other possible solutions and using the marketing tools available for FlexiLOG™.
The Application Track is directed mainly at implementation consultants and system administrators and provides participants with a detailed understanding of how to configure and administer the Operations Suite solutions.												
APPLICATION	AT001	IntelliPERMIT™ Business Analysis	Analysing client requirements, mapping out the permit process, evaluating integration requirements.	AT101	SmartSURE™ Business Analysis	Analysing client requirements, mapping out the incident reporting and task management processes, evaluating integration requirements.	AT201	OptiRUN™ Business Analysis	Analysing client requirements, mapping out the Work Order and Spares Management processes, evaluating integration requirements.	AT301	FlexiLOG™ Business Analysis	Analysing client requirements, mapping out business process, evaluating integration requirements.
	AT002	IntelliPERMIT™ Configuration & Administration	Introduction to the IntelliPERMIT™ Implementation Methodology. Configuring the IntelliPERMIT™ rules engine, user competences, business rules...etc. Learn how to use data-gathering tools and upload data.	AT102	SmartSURE™ Configuration & Administration	Configuring SmartSURE™ including classification of incidents, custom fields, root cause analysis...etc. Learn how to use data-gathering tools and upload data. Learn how to schedule tasks and inspections. Learn how to manage checklists and safety equipment.	AT202	OptiRUN™ Configuration & Administration	Configuring OptiRUN™ including Work Orders and Spares Management. Learn how to use data-gathering tools and upload data. Learn how to set up and manage equipment database. Learn how to create and manage maintenance schedules.	AT302	FlexiLOG™ Configuration & Administration	Understanding the use of different log types and templates. Learn how to create new log types. Learn how to create and publish templates. Learn how to configure workflow. Learn how to manage/configure Log Lists.
	AT003	Administering the OpSuite Framework	Understand what makes up the OpSuite Framework and learn how to use shared tools in the framework to manage users, system security, email, auditing...etc.			Same as AT003			Same as AT003			Same as AT003
	AT004	IntelliPERMIT™ Application Support	Learn to provide application support for IntelliPERMIT™ incl monitoring system health/usage, modifying configuration settings, identifying problem areas and improvement opportunities.	AT104	SmartSURE™ Application Support	Learn to provide application support for SmartSURE™ incl monitoring system health/usage, modifying configuration settings, identifying problem areas and improvement opportunities.	AT204	OptiRUN™ Application Support	Learn to provide application support for OptiRUN™ incl monitoring system health/usage, modifying configuration settings, identifying problem areas and improvement opportunities.	AT304	FlexiLOG™ Application Support	Learn how to provide application support for FlexiLOG™ incl monitoring system health/usage, modifying configuration settings, identifying potential problem areas and improvement opportunities.
The Technical Track is a specialised set of courses targeted at technical staff that will install, integrate, maintain and provide technical support for the Operations Suite solutions.												
TECHNICAL	TT001	Technical Architecture & Support	Understand the technical architecture for the Operations Suite solutions. Learn how to provide technical support including monitoring system services, troubleshooting common problems, database administration...etc.			Same as TT001			Same as TT001			Same as TT001
	TT002	OpSuite Installation	Learn how to install server and client PC's. Learn how to install the IntelliPERMIT™ Biometric module. Troubleshooting installation problems.			Same as TT002			Same as TT002			Same as TT002
	TT003	IntelliPERMIT™ Programming	Introduction to the OpSuite SDK. Understanding possible integration points between IntelliPERMIT™ and other key applications. Advanced IntelliPERMIT™ configuration.			N/A			N/A	TT303	FlexiLOG™ Programming	Introduction to the OpSuite SDK. Understanding possible integration points between FlexiLOG™ and other key applications. Advanced FlexiLOG™ configuration.