

Introduction to Agility

Training Course Details

Duration and location: 2-day course at 2 Burgage Square, Merchant Gate, Wakefield. The training runs from 9.30am until 4.30pm.

Included: All course material, course manual, lunch and refreshments.

Delegate information

Who should attend?

- Agility System Administrators
- System Champions
- Operational Management (All Levels)

Delegate prerequisites:

- Basic PC Skills including using an internet browser

Why attend?

This will give you an in-depth introduction to Agility which will show you how to create and manage your Asset Register, use helpdesk functionality, create and deploy reactive Work Orders and create and manage your calendar based Planned Maintenance schedules. It will also introduce you to Agility Mobile including work order scheduling.

You will learn how to:

- Navigate through the Menu structure
- Understand, Create and Modify Assets
- Create, modify and complete Work Orders
- Schedule work orders and complete jobs via the Agility Mobile App
- Create and modify Standard Jobs
- Create and modify calendar based Pre-Planned Maintenance (PPM) schedules

Course Content		Time
Module 1	Navigation and Views	1.5
Module 2	Creating and Modifying Assets	2.0
Module 3	Helpdesk Requests	1.5
Module 4	Creating, Modifying and Completing Reactive Work Orders	2.0
Module 5	Scheduling work orders	1.5
Module 6	Creating, Modifying and Using Standard Jobs	1.0
Module 7	Creating, Modifying and Using Calendar Based PPM Schedules	1.5
Module 8	Dashboards and Reports	1.0