



Computerized Maintenance Management Systems (CMMS Success Strategy)



Introduction:

This course is intended to show how Advanced Maintenance Techniques to a Successful Strategy in implementation of a Computer Maintenance Management System. This is for the participant who is looking for ways to get more from their existing system and what is new in the world of CMMS. During the course, attendees will have the opportunity to review an “On-line Computer Maintenance Management System” and bring along their laptop computers to join in an interactive session.

The course will provide attendees with the methods, process and techniques used in Computer Maintenance Management Systems needed for achieving and sustaining a successful implementation of a system within their Maintenance Departments.

At the conclusion of this course attendees will gain the following knowledge:

- Understanding of an effective Computer Maintenance Management Program and get the maximum use of the system.

- Understanding of a comprehensive Computer Maintenance Program.
- Have an insight into the Maintenance planning and scheduling of Work Orders, Materials and Craftsmen.
- Have an insight into the requirements for a successful implementation of a Computer Maintenance Management System and the key indicators.
- Understand how to apply a Computer Maintenance Management process, by following an implementation strategy and a continuous monitoring process.

Who Should Attend?

This course is targeted for all companies interested and using Computer Maintenance Management Systems, where advance techniques will assist in a successful implementation and sustaining use of CMMS. Recommended attendees should include Plant Managers, Maintenance Engineers, Maintenance Managers, Maintenance Planning and Scheduling Engineers, Maintenance Team Leaders, Purchasing Managers and Stock Room Supervisors.

Course Outline:

Day .1

- **Introduction**
 - ❖ Seminar Objectives
 - ❖ The basic Maintenance Department's function and objectives.
 - ❖ A CMMS overview of Functions and Benefits.
- **Deploying a Computerized Maintenance Management System.**
 - ❖ Establish a Project Management Team.
 - ❖ Define the Scope of the System, Applications and Functions.
 - ❖ Analysis Demo of the Proposed System – Cost & Benefits.
 - ❖ Measure/Audit Success.
 - ❖ Make Adjustments and Audit.

- **Defining Facilities Maintenance Management Process.**

- ❖ What are the specific goals/functions of Planned Maintenance?
- ❖ Managing Your Assets/Equipment.
- ❖ Managing Your Parts Stores
- ❖ "The Maintenance Planner", Plan before you Schedule

Day .2

- ❖ What are the specific goals/functions of Preventive/Predictive Maintenance?
- ❖ Key steps in developing a Preventive Maintenance Program.
- ❖ Key steps in developing a Predictive Maintenance Program.
- ❖ Cost Analysis and Implementation.
- ❖ Interface and Auditing of Predictive Maintenance.

- **System Requirements and Responsibilities.**

- ❖ Review Database Set-up.
- ❖ Review Maintenance Flow Chart
- ❖ Review Purchasing and Receiving Flow Chart.

Day .3

- **System Training and Deployment Plan.**

- ❖ Team Training, "Train the Trainer".
- ❖ Communication Planning.
- ❖ Data Collection or Migration
- ❖ Review Data Collection and Input Methods.
- ❖ Pro's & Con's of Migration Data.
- ❖ Functional and Organizational Subsets.
- ❖ Targeted Early Successes.
- ❖ Analysis and Reporting.

- **Maintenance Management System Functions**

- ❖ Service Calls – Work Order Request
- ❖ Work Order Process:
- ❖ Where to Start
- ❖ Object and Goals
- ❖ Planning and Scheduling

Day .4

- ❖ Preventative Maintenance – Task & Scheduling
- ❖ Predictive Maintenance – Interface
- ❖ Parts Material – Availability
- ❖ Inventory Management
- ❖ Purchasing Procurement

- **Maintenance Management Process.**

- ❖ Review Workflow
- ❖ Review Dataflow
- ❖ Management Data Analysis
- ❖ “How to Keep the System Functioning?”
- ❖ The Method of an Auditing System

Day.5

- **Summary**

- ❖ Discussion on CMMS Applications – Your Problems?
- ❖ Rolling Stock verses Fixed Assets
- ❖ Review on Bar Coding Systems
- ❖ Review of Hand held collection devices

- ❖ Review of "New Developments" in Software.

- **Questions/Discussion and Wrap-up**

- ❖ Cultural Change

- ❖ "What is in it for Me"