

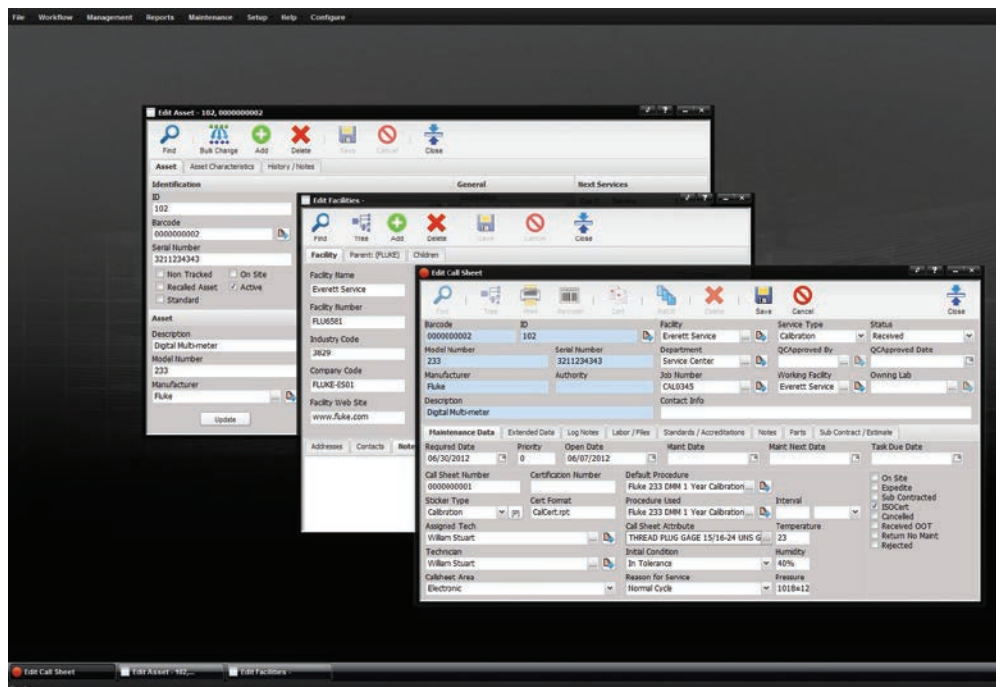
MET/TEAM Asset Management

A five-day workshop on the use of MET/TEAM® software to manage and report on your assets in the calibration or metrology lab

General Technology Workshops

This course presents a comprehensive overview of how to use MET/TEAM® Test Equipment and Asset Management Software in an Internet browser to develop your asset management system. You will learn a systematic approach to collect the information you need to manage your lab assets routinely, consistently and completely. Attendees will work in hands-on sessions with the latest version of MET/TEAM software running on individual computers.

Learn how to use MET/TEAM software to manage all aspects of your metrology operations to meet the documentation requirements of various standards from around the world.



Course outline

- Manage workflow through your entire lab
- Create types of instruments
- Add procedures and assign to a type of asset
- Add assets whether they be metrology recalled assets or non-recalled assets
- Schedule and generate recalls, including email alerts
- Receive assets—single or batch
- Learn what a work order is and how to use it
- Return assets
- Generate certificates
- View business status
- Enter and manage your parts inventory
- Track shipping of assets
- Tool assignment
- Maintain compliance with regulatory standards
- Commerce—billing, quoting, contract pricing
- Customer Portal—how to set up and use read-only access
- MET/TEAM Mobile—overview of functionality
- Problem reports
- Configuration of system defaults
- Configure and customize for your business rules
- Track changes to help comply with 21 CFR Part 11

Who should attend?

This course is designed for laboratory technicians, shipping and receiving personnel, supervisors, lab managers, and quality assurance personnel responsible for operating MET/TEAM software.

Registration

Please complete and submit the on-line registration form at www.flukecal.com/training. Once you submit the form, a Fluke Calibration training representative will contact you to verify space availability and to discuss payment terms. If you have an active MET/SUPPORTSM Gold plan or Gold CarePlan, you are eligible for a 20 % discount on course fees. Once you provide payment to finalize your registration, you will receive email confirmation with course details.

We recommend that you register at least 60 days in advance of the desired course.

Course information

Course No. TRC 1205
 Course Length: Five days or 36 hours of class time (This supports requirements for continuing education.)

After completing the course, all attendees will receive a Fluke Calibration Certificate of Completion.

Cancellation

You may cancel your training at no charge upon notifying Fluke Calibration at least two calendar weeks before your confirmed class start date. If your cancellation is received less than two weeks in advance, you will be charged the full tuition for the course.

Fluke reserves the right to cancel any course that does not reach minimum enrollment two weeks prior to the class start date. Should this happen, you will be notified immediately by phone or email and you may reschedule for the next available course.

Economical training for groups

If you want to train a large group, an on-site course can be an economical solution. Contact Fluke Calibration for a price quote and details.

Additional calibration training

Fluke Calibration offers multiple ways to learn in various disciplines, including:

- Instructor-led classroom sessions
- Instructor-led web-based courses
- Self-paced online training

Contact us

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Visit the website at www.flukecal.com/training, for the latest Fluke has to offer in calibration and metrology training.

Fluke Calibration. Precision, performance, confidence.™

Electrical	RF	Temperature	Pressure	Flow	Software
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