



Oracle eAM Maintenance – 2 Days

Course Description

This course provides detailed instruction of the Maintenance and Work Orders features of Oracle eAM. Equipment, Labor, Work Orders, Work Requests, Preventive Maintenance, and Scheduling modules are covered in detail. Functional demonstrations and hands-on exercises provide attendees a foundation of how to use Oracle eAM to manage general work order maintenance functions using Oracle eAM.

Objectives

After completing this course, participants should be able to perform the following tasks:

- ❖ Track equipment and asset information
- ❖ Create and update meters
- ❖ Enter labor, craft and timekeeping information
- ❖ Create and perform basic preventive maintenance tasks
- ❖ Understand service contracts, nameplates and attributes
- ❖ Create WO Type codes
- ❖ Create and submit work requests
- ❖ Create, generate, schedule, and close work orders
- ❖ Perform Work Order scheduling
- ❖ View and print work reports
- ❖ Set up Statistical Predictive Maintenance

Who Should Attend?

Oracle eAM users interested primarily in maintenance work order and task functionality would benefit from attending this class. This course applies to new and existing customers using any version of Oracle eAM.

Prerequisites

Class participants should possess a basic knowledge of Microsoft Windows and Microsoft Office.

HIGHLIGHTS:

- ❖ Identify and classify Equipment
- ❖ Learn all aspects of Work Order functionality
- ❖ Learn to configure Tasks module (your Preventive Maintenance System)

- ❖ Understand work management reporting
- ❖ Build a base of information to track performance

Day 1

Introduction to Oracle eAM Basic Functionality Planning, Data Collection & Initial Setup Labor

- ❖ Crafts
- ❖ Employees
- ❖ Timekeeping

Equipment

- ❖ Lookup Tables
- ❖ Locations & Sub-locations
- ❖ Master Equipment Records
- ❖ Spare Parts List
- ❖ Meter Readings
- ❖ Components
- ❖ Service Contracts
- ❖ Nameplates
- ❖ Assets
- ❖ Equipment Variables
- ❖ Review Available Reports

Day 2

Work Orders

- ❖ WO Lookup Tables
- ❖ Printing Work Orders
- ❖ Entering Information
- ❖ Quick Work Order Update
- ❖ Closing Work Orders
- ❖ Review Available Reports

Work Requests

- ❖ Call-in Requests
- ❖ Tenants
- ❖ On-Site Requests

Tasks

- ❖ Planning PM Systems
- ❖ In-service Tasks
- ❖ Multiple Equipment Tasks
- ❖ Shadowing
- ❖ Meter-Based Tasks
- ❖ Time-Based Tasks
- ❖ Schedule Types
- ❖ Instruction Lists
- ❖ Generate Work Orders
- ❖ Review Available Reports
- ❖ Work Order Processes
- ❖ Work Requests
- ❖ Work Order Scheduling
- ❖ SPM Failure Analysis
- ❖ Reason for Outage
- ❖ Work Order Graphs & Reports