

TR02 Basic Training

- **Data organization, input and maintenance**
- **Setting up VDA-FMEAs and AIAG-FMEAs**
- **Searching for and reusing information**

The APIS IQ-Software helps users to set up FMEAs. The software is perfectly adapted for the Windows environment. It already meets all of the expectations in terms of being able to reuse documented knowledge.

Target group	Managers and FMEA moderators-to-be from the areas of design/development, process planning and quality assurance. (Users of APIS IQ-FMEA, APIS IQ-RM)
Prior knowledge	Knowledge of FMEA methodology according to VDA or AIAG, as taught for example in the FMEA methodology training course (TR01).
Seminar duration	2 days
Seminar fees	Please refer to our list of seminar dates and fees.

Contact

Registration: Formless or using the attached form.

Benefits: Seminar documents,
lunch (café/restaurant),
drinks during breaks.

Hotel

recommendation: Mercure Atrium
Berliner Platz 3
D-38102 Braunschweig
Tel.: +49-531-7008-0
130 rooms
Single room: approx. €85.00¹
Distances:
- seminar location 300 m
- city center 800 m
- main station 50 m

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¹ Special booking terms can be obtained by quoting "Apis" (as of: 2009)

General Terms of Business of APIS Informationstechnologien GmbH

Registration

All registrations for our seminars must be received in writing – by letter, fax or e-mail. By registering for one of our seminars, customers agree to be bound by our General Terms of Business.

Due to the limited number of places available for our seminars, they are awarded on a "first come, first served" basis. Registrations only become effective once they have been confirmed in writing.

If the minimum number of participants is not attained for a particular seminar then we will notify you immediately and offer an alternative date if required.

Cancelation

A cancelation fee of 20% of the attendance fee is payable if cancelation notification is received between 8 weeks and 2 weeks before the start of the seminar. If the cancelation is received less than 2 weeks before the start of the seminar then the full attendance fee is payable. We appreciate your understanding in this matter. However, it is possible to appoint a substitute participant by arrangement. You will be notified immediately if an event needs to be canceled.

In all cases the liability of APIS Informationstechnologien GmbH is limited exclusively to the attendance fee. The course instructor and the seminar program are subject to change without notice.

Fees

For details of our seminar fees, please refer to the list of seminar dates and fees. All prices are quoted per participant and are subject to VAT. The seminar fee is payable without deductions after the invoice is issued.

Scope of Validity

These General Terms of Business apply to the running of seminars and training courses in the training facilities of APIS Informationstechnologien GmbH and in external training facilities. Any changes will only be valid if they are agreed in writing.

Data Protection

By registering for a place on one of our courses you agree to your data being electronically stored and processed for the purpose of dealing with your registration.

Teaching Materials

All rights reserved worldwide. The training documents must not, even in the form of excerpts, be duplicated, passed on, re-written, saved in a database or translated into a different language without the express written authorization of APIS Informationstechnologien GmbH. Duplication is not permitted either electronically, mechanically, magnetically or manually.

How to reach us in Braunschweig

