

TR03 Two-in-One

TR01 + TR02 combined in a compact training course

- **Introduction to FMEA methodology (VDA, AIAG) with two concrete examples (D-FMEA and P-FMEA)**
- **Tips how to organize FMEA projects**
- **FMEA preparation using APIS IQ-Software (VDA/AIAG)**
- **Action tracking**
- **Search for and reuse information**
- **Process Flow Diagram and Control Plan**

On the first day of the training course, you will learn how to create a FMEA in a methodically correct way by means of concrete examples. On the other two days, you will learn step by step all the software functions you need to structure, maintain, and analyze the FMEA. Furthermore, we will show you how to create a Process Flow Diagram and/or a Control Plan as well as their interfaces to the process FMEA.

💡 This seminar is our *bestseller*, because it imparts the necessary knowledge of the methodology and software operation in a compact way, applying the new knowledge on methodology directly in the software.

Target group	The training is intended for FMEA beginners without prior methodical knowledge, who are to learn the safe handling of the IQ-Software so that they are able to solve FMEA tasks independently.
Prior knowledge	- none required -
Seminar duration	3 days
Seminar fees	<i>Group seminar:</i> Please refer to the list of seminar fees and dates. <i>In-house seminar:</i> We conduct this seminar optionally on site at your company. We will be glad to prepare an individual offer for you, dates to be arranged.

Seminar content and schedule

Day 1

9:00 a.m. to 12:00 p.m.

- Introduction of various FMEA types
- Definition of FMEA scope
- Team assembly for FMEA
- Evaluation catalogs

• Introduction to FMEA methodology (VDA, AIAG):

- 1) Structure analysis
- 2) Function analysis and function nets
- 3) Failure analysis and failure nets
- 4) Action analysis and rating
- 5) Optimization and documentation

1:00 p.m. to 5:00 p.m.

- Development of concrete examples of Design FMEA and Process FMEA
- Implementation and measurement of success
- Final discussion

Day 2

8:30 a.m. to 12:00 p.m.

• Introduction to APIS IQ-Software:

- 1) File structure (project, structure)
- 2) Data organization (object hierarchy)
- 3) Data views (editors)
- 4) Creation of libraries (e.g. persons)
- 5) Important settings

• Data input step by step to create a FMEA (system elements, functions, failures) using the **example of D-FMEA**

- Administration dialogs
- Creation of function and failure nets by cause and effect

Day 2	<p><i>1:00 p.m. to 5:00 p.m.</i></p> <ul style="list-style-type: none">• Creating the FMEA form• Input of actions with responsibility and deadline• Risk assessment
Day 3	<p><i>8:30 a.m. to 12:00 p.m.</i></p> <ul style="list-style-type: none">• Action tracking and risk assessment continued• Action tracking and efficiency control• Data output (export options and print)• Search for and reuse information• Possibilities of statistical analysis of FMEA• Repetition of data input step by step (verification of learning success) using the example of P-FMEA <p><i>1:00 p.m. to 3:00 p.m.</i></p> <ul style="list-style-type: none">• Interrelations of Process Flow Diagram, FMEA, and Control Plan• Creating a Process Flow Diagram• Creating a Control Plan• Final discussion

Organisational details Prague

Registration: Formless or using the attached form (see last page).

Complementary benefits: Seminar documents, lunch, refreshments during seminar.

Location: Hotel Jurys Inn Prague
Sokolovska 11, Prague, 186 00 Praha
Fon: +42 (0) 226 222 627
<https://www.jurysinns.com/hotels/prag>

Accommodation: Single room incl. breakfast, WiFi, fitness centre: 95€ (june); 59€ (november)
code for booking:
APIS – C(alendar) W(eek) of the training (e.g. APIS – CW23)
Rooms blocked with a 28 days cut-off deadline

Directions: <https://www.jurysinns.com/hotels/prague/map>

Contact: APIS Informationstechnologien GmbH
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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

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REGISTRATION

Please send to:

APIS Informationstechnologien GmbH
Wolfenbütteler Straße 31 B
D-38102 Braunschweig

Fax: +49-531-70736-25

Seminar title	Date	Location

Participant(s):

(Title) Surname, First name	E-Mail

Information for the invoice (please fill in completely):

Company address:

Billing address (if differently from company address):

Order No.:

Tel. /Fax:

Tax ID Number:

Location /Date:

Signature: