

## 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.

<b>Target group</b>	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.
<b>Prior knowledge</b>	- none required -
<b>Seminar duration</b>	3 days
<b>Seminar fees</b>	<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

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

## Organisational details

### 1. Training location:

APIS Informationstechnologien GmbH

Gewerbepark A13

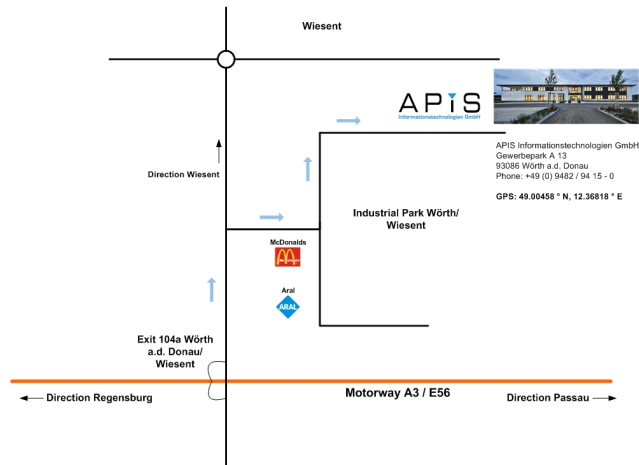
93086 Wörth a.d. Donau

Phone: +49 (0) 9482 / 94 15 - 0

**GPS: 49.00458 ° N, 12.36818 ° E**

#### Arrival by car:

Exit the A3 at Wörth a.d. Donau/Wiesent and take a left in direction Wiesent. After approx. 300 meters, take a right into the business park and then take a left. Follow the street for 300 meters and you will find APIS on your left.



There are **ample parking spots** available in front of the building.

#### Arrival by public transport:

You can use public transport to get as far as Regensburg. From there you will need to get a taxi to get to APIS in Wörth a.d. Donau (ca. 23km).

We will gladly help with booking a taxi. Please contact us as early as possible at:

**+49 (0) 9482 / 94 15 - 0**

## 2. Hotel recommendations

### 2.1 Hotel *Central* in Regensburg

There are many hotels in the in the city centre of Regensburg. One of them is the Hotel Central. It is located in the immediate vicinity of the old town and the main railway station. The distance to the school is about 25 km.

**Address:**

Hotel Central

Margaretenstraße 18

94047 Regensburg

Phone: +49 (0) 941 / 29 84 84 - 0

Fax: +49 (0) 941 / 29 84 84 - 29

<https://www.hotel-central-regensburg.de/en/>

**How to get there:**

You will find directions at the following Internet address

<https://www.hotel-central-regensburg.de/en/hotel/location.html>

### 2.2 Hotel *Butz* in Wörth a.d. Donau

This hotel is located directly in Wörth a.d. Donau and is approx. 4 km away from the training location.

**Address:**

Hotel Butz

Kirchplatz 3

93086 Wörth a.d. Donau

Phone: +49 (0) 9482 / 951 – 0

<https://butz-woerth.de/en/>

**Room booking:**

We recommend that you order one of the newly renovated rooms (room category "Comfort").

Single room from €45 incl. breakfast (category: Comfort)

**How to get there:**

You will find directions at the following Internet address:

<https://butz-woerth.de/en/gasthof/how-to-get-there/>

### 3. Registration and services

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

**Complimentary benefits:** Seminar documents, lunch, refreshments during seminar.

**Contact:**

APIS Informationstechnologien GmbH

Wolfenbütteler Straße 31 B

D-38102 Braunschweig

GERMANY

Phone: +49 (0) 531 / 70736 - 0

Fax: +49 (0) 531 / 70736 - 25

E-Mail: [training@apis.de](mailto:training@apis.de)

### **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.

#### **Cancellation**

A cancellation fee of 20% of the attendance fee is payable if cancellation notification is received between 8 weeks and 2 weeks before the start of the seminar. If the cancellation 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 cancelled.

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.



# 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.: \_\_\_\_\_

Phone /Fax: \_\_\_\_\_

Tax ID Number: \_\_\_\_\_

Location /Date: \_\_\_\_\_

Signature: \_\_\_\_\_