



# QFM Express Training Courses

## Resource Scheduler – 2.5 hours

- Resource Scheduler overview
- Understanding visit status and schedule status updates
- Assigning single visits to an operative
- Assigning multiple visits to an operative
- Creating custom views to manage your visit records
- 'What if scenarios e.g. how do I cancel my visits?

## PPM and Asset Management – 2.5 hours

- Creating and maintaining equipment groups / models
- Creating and maintaining asset records
- Creating and maintaining asset groups
- Creating and updating PPM schedules
- Managing PPM schedules via the schedule planner

## Report Centre and Dashboards – 2.5 hours

- Generating event history reports
- Creating and maintaining list report views
- Scheduling reports by email
- Creating dashboards and permissions
- Standard and custom widgets
- Using custom lists and calculated values

