

**TRAINING
CATALOGUE**

2008

Ortho Clinical Diagnostics

a *Johnson & Johnson* company

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1. General Information

a. **OCD Training Policy**

Ortho Clinical Diagnostics strives to provide first class training courses on OCD systems for key-operators, in order to guarantee a perfect and smooth transition when changing Systems in a Laboratory.

Therefore, OCD offers the following training courses per analyzer contract (renewal)

2 X Level 1 training in the European Support Centre in Strasbourg, at the time of installation. This is the basic training needed in order to be able to operate a system. No pre-knowledge is required

+

2 X Level 2 training in the European Support Centre in Strasbourg, after 3-6 months routine use. This training is provided for those operators that would like some more in depth training on the Systems and/or Products.

All training courses requested in addition to the above, will be charged to the Laboratory according to the prices indicated in 1.e.

Note:

For practical reasons, it might be impossible for the Operators to attend the training courses in Strasbourg OR the training dates that are pre-scheduled might be inappropriate.

Therefore OCD can exceptionally provide these Level 1 and Level 2 training courses in the OCD offices in Beerse, in combination with training courses on site. The content will be similar to the Strasbourg training courses, whereas the length might be different. This is to be discussed between the Laboratory and the OCD Sales Specialist + OCD Product Support Specialist.

The total number of training days that OCD will provide per analyzer contract, when training courses are provided outside Strasbourg is 5. (Level 1 and Level 2). ***All extra days requested would be charged.*** The prices will be provided, when needed, by the OCD Sales Specialist.

OCD however, would highly recommend the training courses to be followed in Strasbourg, for multiple reasons:

- The trainers are highly skilled and have multiple training experiences.
- The participants are away from the lab routine with full dedication to the training.
- They will have the opportunity to meet the Hotline people who will support them afterwards.
- Enough time can be spent for hands-on exercises, which puts the theory into practice

b. **Cancellation Rules**

If training courses are cancelled less than 2 weeks before the training is scheduled, OCD will charge 50% of the indicated price to the customer.

c. **Responsibilities**

See appendix A

d. Pricing

Type of Training Course in Strasbourg	# Days	Price/Trainee Euro
VITROS 250 CHEMISTRY SYSTEM LEVEL 1	3,5 days	2100
VITROS 250 CHEMISTRY SYSTEM LEVEL 2	3,5 days	2100
VITROS 950 CHEMISTRY SYSTEM LEVEL 1	3,5 days	2100
VITROS 950 CHEMISTRY SYSTEM LEVEL 2	2 days	1800
VITROS 350 CHEMISTRY SYSTEM LEVEL 1	3,5 days	2100
VITROS 350 CHEMISTRY SYSTEM LEVEL 2	3,5 days	2100
VITROS 5,1 FS CHEMISTRY SYSTEM LEVEL 1+2	5 days	2400
VITROS ECI(Q) SYSTEM LEVEL 1	3,5 days	2100
VITROS ECI(Q) SYSTEM LEVEL 2	3,5 days	2100
AUTOVUE INNOVA / ULTRA SYSTEM LEVEL 1	3.5 days	2100
AUTOVUE INNOVA / ULTRA SYSTEM LEVEL 2	3.5 days	2100

Type of Training Course not in Strasbourg	# Days	Price/Trainee EURO
ENGEN AND INSTRUMENT MANAGER PHASE 1 (ON SITE)	TBD	TBD
ENGEN AND INSTRUMENT MANAGER PHASE 2 (BEERSE/SXB)	3	2000
ENGEN AND INSTRUMENT MANAGER PHASE 3 (ON SITE)	TBD	TBD
VQAT LEVEL 1 (ON SITE)	1 day	150
VQAT LEVEL 2 (ON SITE)	1 day	150
IMMUNOHEMATOLOGY BASIC (BEERSE)	1 day	250
IMMUNOHEMATOLOGY ADVANCED (BEERSE)	2 days	400
IMMUNOHEMATOLOGY CASE STUDY (BEERSE)	1 day	250

Included in this price: see appendix A, Responsibilities

e. Your contact person

For all questions related to schedules, bookings, cancellations, hotel, transport and all the administrative functions regarding training, please refer to

Carine Geysen
Tel (32) 14 600 312 - Fax (32) 14 600 309

By submitting your information to the e-mail address below, you agree that such information will be governed by our Privacy Policy and you further consent to your information being transferred to other countries that may not have equivalent laws to protect such information, including countries outside of the European Union and European Economic Area. Because information sent to and from this site may not be secure, you should take special care in deciding what information you send to us electronically. Johnson & Johnson Gateway, LLC assumes no responsibility for the contents or opinions expressed by the sender.

Email: ocdinfo@ocdbe.inj.com

2. Description of Training Courses

f. VITROS 250 Chemistry System – Level 1

Target Group	Key operators of VITROS 250 Systems
Objectives	To assure the operator is able to perform daily operation of the analyzer, calibration, and routine and as needed maintenance. Give the user knowledge about the dry slide technology, calibration theory and troubleshooting.
Requirements	No experience required
Languages	Dutch, French, English
Length	3,5 days
Trainer	OCD dedicated Trainer
Location	Ortho Clinical Diagnostics Europe, Illkirch (France)

Day	Content
Day 1	Open Cover Demonstration Error Code log Cartridge Handling Sample Programming MicroSlide Technology, include gen, lot and coat # Review Results MEDs
Day 2	Maintenance Pad Reflectance Test Lamp Change/Adjust Clean Parabolic Mirror Options Correction Factor Theory and Practice Calibration Theory Calibration Diskette
Day 3	Calibration Practical Calibration Report Performance Verifier Assay Sheet QC Software Hotline Presentation Top Ten Errors Static Test
Day 4	Troubleshooting Evaluation

g. VITROS 250 Chemistry System – Level 2

Target Group	Key operators of the VITROS 250 SYSTEM
Objectives	At the end of the training the participants will be able to <ul style="list-style-type: none"> • Analyse chemical problems • Identify the source of the technical problem • Perform some adjustments of the analyser
Requirements	Preferably 3-6 months routine experience
Languages	Dutch, French, English
Length	3,5 days
Trainer	OCD dedicated trainer
Location	Ortho Clinical Diagnostics Europe, Illkirch (France)

Day	Content
Day 1	Theory on : <ul style="list-style-type: none"> - Microslides - Calibration - White Reference Test - Casestudies Overview of the analyser Maintenance
Day 2	Quality control and Calibration Verification Error messages Menu "MEDS" The 'Ride on the Slide' Maintenances (part 2) Main errorcodes on following modules : <ul style="list-style-type: none"> - sample supply - dilution - Sample Metering
Day 3	Main errorcodes on following modules (part 2) : <ul style="list-style-type: none"> - Reagent Supply - Incubators - ERF metering - IWF metering - Reflectometer - Electrometer Other malfunctions
Friday	Special chemistries Evaluation

h. VITROS 950 Chemistry System Level 1

Target Group	Key operators of VITROS 950 Systems
Objectives	To assure the operator is able to perform daily operation of the analyzer, calibration, and routine and as needed maintenance. Student is familiarized with the diagnostics capabilities of the analyzer. Give the user knowledge about the dry slide technology, calibration theory and troubleshooting.
Requirements	No experience required
Language	Dutch, French, English
Length	3.5 days
Instructor	OCD dedicated Trainer
Location	Ortho Clinical Diagnostics Europe, Illkirch.

Day	Content
Tuesday	Open Cover Demonstration Error Code log Cartridge Handling Sample Programming MicroSlide Technology, include gen, lot and coat # Review Results Quality Control Sample Supply Alignment
Wednesday	MED`s Maintenance Lamps Change / Adjust Clean white reference plug Performance Verifier Assay sheet PIC assembly close up
Thursday	Correction Factor Theory and Practice Calibration Theory and Practice Calibration Report Options
Friday	Troubleshooting Evaluation

i. VITROS 950 Chemistry System Level 2

Target Group	Key operators of VITROS 950 Systems
Objectives	At the end of the training the participants will have the necessary knowledge to assure the good working of the analyzer (maintenances, calibration, quality control) They will be able to identify the source of malfunctions and use the software MEDS to analyze an error code and make certain adjustments of the analyzer.
Requirements	Preferably 3-6 months routine experience
Language	Dutch, French, English
Length	2 days
Instructor	OCD dedicated Trainer
Location	Ortho Clinical Diagnostics Europe, Illkirch.

Day	Content								
Day 1	<table border="1"> <tr> <td> SLIDE SUPPLY 1 & 2 <ul style="list-style-type: none"> • Function, Parts & MED's • Adjustments • Barcode Scanner Board </td> <td> SAMPLE METERING <ul style="list-style-type: none"> • Function, Parts & MED's • Pressure problems • Adjustment </td> </tr> <tr> <td> DISTRIBUTOR <ul style="list-style-type: none"> • Function, Parts & MED's • Distributor problems • Adjustments </td> <td> ERF METERING <ul style="list-style-type: none"> • Went Hole • Sensors and tubing • Swap pumps </td> </tr> <tr> <td> SAMPLE SUPPLY <ul style="list-style-type: none"> • Sample tray carrier position • Cup retainer & guard assembly • Scanner test </td> <td></td> </tr> </table>	SLIDE SUPPLY 1 & 2 <ul style="list-style-type: none"> • Function, Parts & MED's • Adjustments • Barcode Scanner Board 	SAMPLE METERING <ul style="list-style-type: none"> • Function, Parts & MED's • Pressure problems • Adjustment 	DISTRIBUTOR <ul style="list-style-type: none"> • Function, Parts & MED's • Distributor problems • Adjustments 	ERF METERING <ul style="list-style-type: none"> • Went Hole • Sensors and tubing • Swap pumps 	SAMPLE SUPPLY <ul style="list-style-type: none"> • Sample tray carrier position • Cup retainer & guard assembly • Scanner test 			
SLIDE SUPPLY 1 & 2 <ul style="list-style-type: none"> • Function, Parts & MED's • Adjustments • Barcode Scanner Board 	SAMPLE METERING <ul style="list-style-type: none"> • Function, Parts & MED's • Pressure problems • Adjustment 								
DISTRIBUTOR <ul style="list-style-type: none"> • Function, Parts & MED's • Distributor problems • Adjustments 	ERF METERING <ul style="list-style-type: none"> • Went Hole • Sensors and tubing • Swap pumps 								
SAMPLE SUPPLY <ul style="list-style-type: none"> • Sample tray carrier position • Cup retainer & guard assembly • Scanner test 									
Day 2	<table border="1"> <tr> <td> RT/CM System <ul style="list-style-type: none"> • Function, Parts & MED's • Tunnel pad spring • Picker height • Spikes </td> <td> PIC System <ul style="list-style-type: none"> • Function, Parts & MED's • Input blade • Pad reflectance test • Spikes </td> </tr> <tr> <td> CM System <ul style="list-style-type: none"> • Function, Parts & MED's • Temp switch • Lamp replacement / adjustment • Discard door assembly </td> <td> IWF METERING / IR SLIDE TRANSPORT <ul style="list-style-type: none"> • Wash failed • IR Picker height • Insert blade replacement </td> </tr> <tr> <td> ELECTROMETER <ul style="list-style-type: none"> • Results outside limit • Performance test </td> <td> CORRECTION FACTORS </td> </tr> <tr> <td></td> <td> POWER <ul style="list-style-type: none"> • Replace cards • Shutdowns • 9500 calibration • Loop back test </td> </tr> </table>	RT/CM System <ul style="list-style-type: none"> • Function, Parts & MED's • Tunnel pad spring • Picker height • Spikes 	PIC System <ul style="list-style-type: none"> • Function, Parts & MED's • Input blade • Pad reflectance test • Spikes 	CM System <ul style="list-style-type: none"> • Function, Parts & MED's • Temp switch • Lamp replacement / adjustment • Discard door assembly 	IWF METERING / IR SLIDE TRANSPORT <ul style="list-style-type: none"> • Wash failed • IR Picker height • Insert blade replacement 	ELECTROMETER <ul style="list-style-type: none"> • Results outside limit • Performance test 	CORRECTION FACTORS		POWER <ul style="list-style-type: none"> • Replace cards • Shutdowns • 9500 calibration • Loop back test
RT/CM System <ul style="list-style-type: none"> • Function, Parts & MED's • Tunnel pad spring • Picker height • Spikes 	PIC System <ul style="list-style-type: none"> • Function, Parts & MED's • Input blade • Pad reflectance test • Spikes 								
CM System <ul style="list-style-type: none"> • Function, Parts & MED's • Temp switch • Lamp replacement / adjustment • Discard door assembly 	IWF METERING / IR SLIDE TRANSPORT <ul style="list-style-type: none"> • Wash failed • IR Picker height • Insert blade replacement 								
ELECTROMETER <ul style="list-style-type: none"> • Results outside limit • Performance test 	CORRECTION FACTORS								
	POWER <ul style="list-style-type: none"> • Replace cards • Shutdowns • 9500 calibration • Loop back test 								

j. VITROS 350 Chemistry System Level 1

Target Group	Key operators of VITROS 350 Systems
Objectives	To assure the operator is able to perform daily operation of the analyzer, calibration, and routine and as needed maintenance. Student is familiarized with the diagnostics capabilities of the analyzer. Give the user knowledge about the MicroSlide™ technology, calibration theory and troubleshooting.
Requirements	No experience required
Language	Dutch, French, English
Length	3.5 days
Instructor	OCD dedicated Trainer
Location	Ortho Clinical Diagnostics Europe, Illkirch.

Day	Content
Day 1	Open Cover Demonstration Error Code log Cartridge Handling Sample Programming MicroSlide™ Technology, include gen, lot and coat # Review Results MED's
Day 2	Maintenance Pad Reflectance Test Lamp Change / Adjust Clean Parabolic Mirror Options Correction Factor Theory and Practice Calibration Theory Calibration Diskette
Day 3	Calibration Practical Calibration Report Performance Verifier Assay Sheet QC Software Hotline Presentation Top Ten Errors Static Test
Day 4	Troubleshooting Evaluation

k. VITROS 350 Chemistry System Level 2

Target Group	Key operators of VITROS 350 Systems
Objectives	At the end of the training the participants will be able to <ul style="list-style-type: none">• Analyse chemical problems• Identify the source of the technical problem• Perform some adjustments of the analyser
Requirements	Preferably 3-6 months routine experience
Language	Dutch, French, English
Length	3.5 days
Instructor	OCD dedicated Trainer
Location	Ortho Clinical Diagnostics Europe, Illkirch.

Day	Content
Day 1	MicroSlide™ Technology Open Cover Demo Condition Codes MED's Calibration Quality Control
Day 2	Maintenance Correction Factor Theory Sample Handler Technical Troubleshooting
Day 3	Slide Processor Technical Troubleshooting
Day 4	Marker Chemistries

I. VITROS 5,1 FS Level 1 + 2

Target Group	Key operators of VITROS 5,1 FS Systems
Objectives	To assure the operator is able to perform daily operation of the analyzer, calibration, and routine and as needed maintenance. Student is familiarized with the diagnostics capabilities of the analyzer. Give the user knowledge about the dry slide technology, calibration theory and troubleshooting.
Requirements	No experience required
Language	Dutch, French, English
Length	5 days
Instructor	OCD dedicated Trainer
Location	Ortho Clinical Diagnostics Europe, Illkirch

Day	Content
Day 1	Hardware Overview Software Overview : <ul style="list-style-type: none"> • V-Docs • Removable Medias • System Status / Console • Condition Codes • Environmental Monitoring
Day 2	MicroSlide™ Technology <ul style="list-style-type: none"> • Two Formats • Bilirubins Reagent Management & Daily Maintenance Sample Programming Maintenance : <ul style="list-style-type: none"> • Weekly • Monthly Report Control & Result Review MED's

Day	Content
Day 3	MicroSensor™ Theory Interpretation of Results Run Check Fluid Troubleshooting As Required Maintenance : <ul style="list-style-type: none"> • Incubator • Pad reflectance test • Replace / clean CM/RT evaporation pads • Reflectometer • Replacement of lamp • Reflectometer Static Test • Correction Factors • Photometer Theory • Replacement of Lamp • Waterblank • Photometer Static Test MicroTip™ Chemistries : <ul style="list-style-type: none"> • Overview • Caffeine/HbA1C Protocols Calibration : <ul style="list-style-type: none"> • Calibrator Setting • Processing Calibration
Day 4	Quality Control : <ul style="list-style-type: none"> • Assay Sheet • Practical Options Technical Troubleshooting
Day 5	Technical Troubleshooting and Solve Bugs Chemistry Troubleshooting Train the Trainer Material

m. VITROS Eci(Q) System Level 1

Target Group	Key operators of VITROS Eci(Q) Systems
Objectives	To assure the operator is able to perform daily operation of the analyzer, calibration, and routine and as needed maintenance. Give the user knowledge about the calibration theory and troubleshooting.
Requirements	No experience required
Language	Dutch, French, English
Length	3.5 days
Instructor	OCD dedicated Trainer
Location	Ortho Clinical Diagnostics Europe, Illkirch.

Day	Content
Day 1	Journey of a well Open Cover Demonstration Error Code log Sample Programming Reagent Handling Review Results MEDs Sample Metering Liner Leak Test
Day 2	Photo Maintenance Calibration Theory Calibration Practical Calibration Report Options Data Logger
Day 3	Hotline Presentation Theory of the subsystems Calibration of the IRS Calibration of the screen Test of the luminometer Quality Control Chemistry Overview
Day 4	Technical Troubleshooting Cleaning of the Signal Reagent Probes Extended shutdown of the analyzer

n. VITROS Eci System Level 2

Target Group	Key operators of VITROS Eci(Q) Systems
Objectives	At the end of the training the participants will have the necessary knowledge to assure the good working of the analyzer (maintenances, calibration, quality control) They will be able to identify the source of malfunctions and use the software MEDS to analyze an error code and make certain adjustments of the analyzer.
Requirements	Preferably 3-6 months routine experience
Language	Dutch, French, English
Length	3.5 days
Instructor	OCD dedicated Trainer
Location	Ortho Clinical Diagnostics Europe, Illkirch.

Day	Content	
Day 1	Open Cover Demonstration Clear Cover Tool Reagent Handling Sample Programming	Review Results Maintenance and MED's Calibration: Theory, Report, Options Options and Quality Control
Day 2	<u>Sample Metering Arm</u> <ul style="list-style-type: none"> • Theory • Sample Liner • Leak Test • Adjust pick-up tip, horizontal • Adjust arm to sample <u>Reagent Arm</u> <ul style="list-style-type: none"> • Theory • Adjust to wash • 	<u>Reagent Supply</u> <ul style="list-style-type: none"> • Well dispense problems <ul style="list-style-type: none"> ○ Clean well dispenser ○ Adjust to top of pack ○ RTP Board ○ Dump well • Performance test of level sense Well shuttle position
Day 3	DIVE: Theory Wash Module: <ul style="list-style-type: none"> • Theory • Aspirate • Dispense SR Module: Accuracy test	Luminometer: <ul style="list-style-type: none"> • Theory • Calibration of IRS • Test of Luminometer in MED's Loop back test Copy Data logger Screen Freeze LIS Protocol
Day 4	E-Connectivity™ Troubleshooting Shutdown System Cleaning Cleaning SR Evaluation and Hotline visit	

o. ImmunoHematology Basic

Target Group	Clinical Biologist/Chemist, technician with BLOODBANK responsibilities.
Content	<p>The goal of this course is to teach or refresh a number of basic immuno-hematological principles. Both theoretical basic principles and possible practical problems and their solutions are discussed. There are no wet exercise sessions in this course.</p> <p>The following subjects are treated:</p> <ul style="list-style-type: none">▪ Theoretical basics of the ABO system▪ Determination of different ABO antigens/antibodies with possible problems and solutions▪ Theoretical basics of the Rhesus system▪ Determination of the different Rhesus antigens with possible problems and solutions▪ Characteristics of an antibody/antigen reaction as well as the factors influencing this reaction▪ Basics of screening for irregular red blood cell antibodies▪ Composition of the different screening panels▪ Different possible techniques▪ The direct anti-human globulin test▪ The complement cascade system▪ The cold (auto)-antibodies
Trainer	IMMUNOHEMATOLOGY Product Support Specialist
Languages	Dutch, French
Length	1 day
Frequency	2 times/year
Location	Ortho Clinical Diagnostics Beerse Office

p. ImmunoHematology Advanced

Target Group	Minimal basic understanding of immuno-hematological principles, as taught in the IMMUNOHEMATOLOGY Basic Training is required.
Content	<p>The goal of this course is to teach the basic principles of identification of irregular antibodies. Beside the diverse immuno-hematological aspects of transfusion and pregnancy and the theoretical aspects of identification such as set-up of the used panels, characteristics of the different antibodies, possible other techniques and their specific application, a lot of time is spent on identification of reaction patterns based on real life cases. There are no wet exercise sessions in this course.</p>
Trainer	IMMUNOHEMATOLOGY Product Support Specialist
Languages	Dutch, French
Length	2 days
Frequency	2 times/year
Location	Ortho Clinical Diagnostics Beerse Office

q. ImmunoHematology Case Study

Target Group	Basic understanding of immuno-hematological principles and basic principles of identification is required.
Content	The goal of this course is to discuss the aspects of different immuno-hematological problems such as dosage phenomenon, ABO discrepancies, and haemolytic transfusion reactions, WAIHA, HDN etc. using case studies.
Trainer	IMMUNOHEMATOLOGY Product Support Specialist
Length	1 day
Frequency	2 times/year
Location	Ortho Clinical Diagnostics Beerse Office

r. AutoVue Innova / Ultra Level 1

Target Group	Key operators of AutoVue Innova / Ultra Systems
Objectives	To assure the operator is able to perform daily operation of the analyzer, routine and as needed maintenance. Give the user knowledge about troubleshooting.
Requirements	No experience required
Language	Dutch, French, English
Length	3.5 days
Instructor	OCD dedicated Trainer
Location	Ortho Clinical Diagnostics Europe, Illkirch.

<i>Day</i>	<i>Content</i>	
TUESDAY	Introduction Training Overview Safety Considerations BioVue Overview	AutoVue Software Overview AutoVue Start up and shutdown Loading BioVue cassette Running forward group
WEDNESDAY	Loading reagents Running reverse group Running ABS Define and run a profile	Interpretation and validation of the results Printing results Cassettes in motion Running a profile
THURSDAY	Analyser QC Procedures QC Cassettes and Reagents Procedures Hotline Presentation	Running a profile Resolving “ bugs” installed on the analyzer Discussion
FRIDAY	Performing daily, weekly, monthly maintenances Performing database Backup Evaluation	

s. AutoVue Innova / Ultra Level 2

Target Group Key operators of the Autovue Innova / Ultra Systems

Objectives At the end of the training the participants will have the necessary knowledge to assure the good working of the analyzer) they will be able to identify the source of malfunctions and make certain adjustments of the analyzer.

Requirements Preferably 3-6 months routine experience

Language Dutch, French, English

Length 3.5 days

Instructor OCD dedicated Trainer

Location Ortho Clinical Diagnostics Europe, Illkirch

<i>Day</i>	<i>Content</i>	
TUESDAY	Training centre presentation Training Overview Safety Considerations Analyzer overview (review)	IPS: Image Processing System Removing covers Puncher location – Set puncher
WEDNESDAY	Tip replacement Tip mount replacement Tip tubing replacement	Syringe replacement Diluter valve assay replacement Lamp replacement
THURSDAY	Restore back-up Deleting Log files Performing DBinstall Error code – interpretation	Resolving “ bugs” installed on the analyzer. Discussion.
FRIDAY	Checking tip OFFSET Tip alignment principle Answering questions. Evaluation	

t. EnGen and Instrument Manager PHASE 1

Target Group	Key operators of the enGen Lab Automation System
Objectives	To assure the operator is able to perform daily operation of the enGen Automation Modules, the TCA software and the Instrument Manager Software. Give the user knowledge about troubleshooting.
Requirements	No experience required
Languages	Dutch, French, English
Length	to be defined with customer
Instructor	LASS and/or Product Support Specialist OCD Benelux
Location	on customer site
Content	Instrument Manager and enGen Level 1 Training

u. EnGen and Instrument Manager PHASE 2

Target Group	Key operators of the enGen Lab Automation System
Objectives	Train the operator to understand the principles of the IM software, the CIF file, the -.gsbfile, the TCA Software
Requirements	Preferably 3-6 months routine experience
Languages	Dutch, French, English
Length	to be defined
Instructor	OCD dedicated Trainer
Location	OCD Beerse or OCD Strasbourg
Content	Instrument Manager and TCA Software Level 2 Training

v. EnGen and Instrument Manager PHASE 3

Target Group	Key operators of the enGen Lab Automation System
Objectives	To assure the operator is able to troubleshoot the enGen system in more complicated situations
Requirements	enGen and Instrument Manager PHASE 1 and PHASE 2
Languages	Dutch, French, English
Length	to be defined
Instructor	LASS and / or Product Support Specialist OCD Benelux
Location	On customer site
Content	Overall enGen Application Training

3. Appendix A: Responsibilities

<i>Responsibilities of OCD</i>	<i>Responsibilities of the participant(s)</i>
<ul style="list-style-type: none"> <input type="checkbox"/> Training materials <input type="checkbox"/> Training room <input type="checkbox"/> Analysers and supplies <input type="checkbox"/> Trainer <input type="checkbox"/> Hotel: arrangement and payment <input type="checkbox"/> Monday Welcome drink arrange at the Hotel <input type="checkbox"/> Thursday Class Graduation dinner <input type="checkbox"/> Daily lunch buffet <input type="checkbox"/> Daily coffee break <input type="checkbox"/> Transport - Taxi: vouchers (to hotel on Monday and to airport or train station on Friday) <input type="checkbox"/> Transport - Bus: mornings and evenings from and to hotel <input type="checkbox"/> Maps, brochures of Strasbourg and training package <input type="checkbox"/> Payment of Transportation to and from Strasbourg: (arrangement done by participant) <input type="checkbox"/> Vouchers for evening dinners 	<ul style="list-style-type: none"> <input type="checkbox"/> Telephone calls in hotel <input type="checkbox"/> Mini-bar charge in hotel <input type="checkbox"/> Accompanying spouse <input type="checkbox"/> Extension of hotel (before, after training) <input type="checkbox"/> Transportation other than mornings and evenings buses and from/to graduation dinner <input type="checkbox"/> Arrangement of transportation to Strasbourg (payment is done by OCD) <input type="checkbox"/> Cancellations are accepted > 2 weeks in advance. If the training is cancelled 2 weeks (or less) before the training course, 50% of the price will be invoiced.

4. Appendix B: Training Schedule Strasbourg - 2008

CUSTOMER TRAINING	LINE	LANGUAGE	DATES	DAYS
FRENCH				162,5
VITROS 5,1 FS Level 1+2	CC	French	21-25 jan	4
VITROS 5,1 FS Level 1+2	CC	French	31 mar-4 apr	4
VITROS 5,1 FS Level 1+2	CC	French	2-6 june	4
VITROS 5,1 FS Level 1+2	CC	French	15-19 sept	4
VITROS 5,1 FS Level 1+2	CC	French	20-24 oct	4
VITROS 5,1 FS Level 1+2	CC	French	17-21 nov	4
VITROS 350 Level 1+2	CC	French	5-8 feb	3,5
VITROS 350 Level 1+2	CC	French	1-4 apr	3,5
VITROS 350 Level 1+2	CC	French	20-23 may	3,5
VITROS 350 Level 1+2	CC	French	10-13 june	3,5
VITROS 350 Level 1+2	CC	French	14-17 oct	3,5
VITROS 350 Level 1+2	CC	French	2-5 dec	3,5
VITROS ECiQ Level 1+2	ECI	French	8-11 jan	3,5
VITROS ECiQ Level 1+2	ECI	French	5-8 feb	3,5
VITROS ECiQ Level 1+2	ECI	French	11-14 mar	3,5
VITROS ECiQ Level 1+2	ECI	French	8-11 apr	3,5
VITROS ECiQ Level 1+2	ECI	French	3-6 june	3,5
VITROS ECiQ Level 1+2	ECI	French	23-26 sept	3,5
VITROS ECiQ Level 1+2	ECI	French	7-10 oct	3,5
VITROS ECiQ Level 1+2	ECI	French	4-7 nov	3,5
VITROS ECiQ Level 1+2	ECI	French	9-12 dec	3,5
ENGEN		French	26-29 mai	3
AutoVue Innova Level 2	IH	French	22-25 apr	3,5
AutoVue Innova Level 2	IH	French	16-19 sept	3,5
AutoVue Innova Level 2	IH	French	18-21 nov	3,5
ENGLISH				165
VITROS 5,1 FS Level 1+2	CC	English	14-18 jan	4
VITROS 5,1 FS Level 1+2	CC	English	7-11 apr	4
VITROS 5,1 FS Level 1+2	CC	English	1-5 sept	4
VITROS 5,1 FS Level 1+2	CC	English	27-31 oct	4
VITROS 5,1 FS Level 1+2	CC	English	24-28 nov	4
VITROS 350 Level 1+2	CC	English	3-6 june	3,5
VITROS 350 Level 1+2	CC	English	23-26 sept	3,5
VITROS 350 Level 2	CC	English	7-10 oct	3,5
ENGEN		English	16-19 june	3
ENGEN		English	29 sept-2 oct	3
ENGEN		English	3-6 nov	3
ENGEN		English	1-4 dec	3

CUSTOMER TRAINING	LINE	LANGUAGE	DATES	DAYS
VITROS ECiQ Level 1+2	ECI	English	10-13 june	3,5
VITROS ECiQ Level 1 &2	ECI	English	30 sept-3 oct	3,5
VITROS ECiQ Level 1+2	ECI	English	18-21 nov	3,5
AutoVue Innova Level 1	IH	English	24-27 june	3,5
AutoVue Innova Level 2	IH	English	26-29 feb	3,5
AutoVue Innova Level 2	IH	English	1-4 apr	3,5
AutoVue Innova Level 2	IH	English	3-6 june	3,5
AutoVue Innova Level 2	IH	English	2-5 sept	3,5
AutoVue Innova Level 2	IH	English	21-24 oct	3,5
AutoVue Innova Level 2	IH	English	4-7 nov	3,5
AutoVue Innova Level 2	IH	English	25-28 nov	3,5
AutoVue Innova Level 2	IH	English	16-19 dec	3,5
DUTCH				29,5
VITROS 5,1 FS Level 1+2	CC	Dutch	9-13 june	4
VITROS 5,1 FS Level 1+2	CC	Dutch	13-17 oct	4
VITROS 350 Level 1+2	CC	Dutch	30 sept-3 oct	3,5
AutoVue Innova Level 2	IH	English	6-9 may	3,5
AutoVue Innova Level 1	IH	Dutch	9-12 dec	3,5

Note: The training Schedules for Training courses organised in Beerse will be defined on an on-needed basis.