



ONIQUA ENTERPRISE ANALYTICS – TRAINING CODE: OAT-GPMM
OAS Procurement Management for Maintenance Inventories



Training Code: OAT-GPMM OAS Procurement Management for Maintenance Inventories

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Oniqua MRO Analytics
Level 5, 16 Marie Street
PO Box 1119 Milton Qld 4064
Brisbane Australia

E-mail: support@oniqua.com
Internet: www.oniqua.com

Document Name: OAS Procurement Management for Maintenance Inventories - OAT-GPMM.doc
Version: 1.0

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OAT-GPMM OAS Procurement Management for Maintenance Inventories

Description

This module provides Inventory and Maintenance personnel with knowledge and sufficient skills to understand the functionality available in the Procurement module of OAS, in order to conduct price, product and supplier queries; investigate the status of an outstanding order or the history of a suppliers performance.

Purpose and Objectives

The training is designed as a 'hands-on' and theory course to provide the foundation in the use of Oniqua Analytics Solution Procurement management system for Inventory and maintenance users who need to understand and use the module for basic supply queries rather than always requesting information from the supply department.

This course will

- Introduce users to the Oniqua Analytics Solution Procurement Management System
- Provide users with a tools to perform their own Supply queries
- Provide a clear view of supplier's performance
- Show the history of product prices / purchase prices from a supplier

About the Trainers

This course will be staffed by a skilled trainer with "hands-on" experience in the design, use and functionality of the software. These skills have been acquired through years of experience using the application, implementing the software at client sites and providing technical training and consulting services relevant to the use of the software.

Participants Designed for staff outside the Supply Department but needing to obtain information about suppliers, products and prices.

Pre-requisites None

Format Classroom; small groups, interactive (8 participants maximum)

Length 2 Days
Registration commences 30 minutes prior to the commencement of the class on the first day and the training concludes approx 8 ½ hours later including all breaks and lunches. On the other day the course is approx 8 1/2 hours including all breaks and lunches.

Schedule

	Welcome & Registrations
	OAS Functionality Overview
	OAS Procurement Codes & Definitions
Day	Stock & Price Information
One	Supplier Information & Spend Analysis
	Supplier Workbench Reports
	Requisitions/Orders/Receipts/Discrepancies/Invoices/Payments
	Supplier Chain Efficiency
Day	Communicating with Supply through OAS
Two	Inventory & Maintenance Queries for Procurement / Supply
	Departments

OAT- GPMM - Training Program

Day 1

7:30 a.m. - 8:00 a.m.	Registration and Distribution of Course Materials	Admin
8:00 a.m. - 8:45 a.m.	Welcome & Introductions	Admin
8:45 a.m. - 9:15 a.m.	OAS Functionality Overview	2.1.1
9:15 a.m. - 10:00 a.m.	OAS Procurement Codes & Definitions - Data analysis	2.1.2 2.6.1
10:00 a.m. - 10:15 a.m.	Break	NA
10:15 a.m. - 11:30 a.m.	Data Set Type Overview & Data Group Creation	2.6.1
11:30 a.m. - 12:15 p.m.	Working with Stock & Price Information	1.10.1
12:15 p.m.- 1:15 p.m.	Lunch	NA
1:15 p.m. - 2:15 p.m.	Working with Supplier Information & Spend Analysis	2.6.2
2:15 p.m. - 2:30 p.m.	Break	NA
2:30 p.m. - 3:00 p.m.	Working with Supplier Information & Spend Analysis	2.2.1
3:00 p.m. - 4:15 p.m.	Workbench Reports	2.2.1 2.6.3
4:15 p.m. - 4:30 p.m.	Review and Wrap-up	NA

DAY 2

7:30 a.m. - 8:00 a.m.	Review previous day	NA
8:00 a.m. - 8:45 a.m.	Working with Requisitions/Orders	2.11.1
8:45 a.m. - 9:15 a.m.	Working with Receipts/Discrepancies/Invoices/Payments	2.11.1
9:15 a.m. - 10:00 a.m.	Supplier Chain Efficiency	2.11.1
10:00 a.m. - 10:15 a.m.	Break	NA
10:15 a.m. - 11:30 a.m.	Communicating with Supply through OAS	2.1.3
11:30 a.m. - 12:15 p.m.	Inventory & Maintenance Queries for Procurement / Supply Departments	2.11.2
12:15 p.m.- 1:15 p.m.	Lunch	NA
1:15 p.m. - 2:15 p.m.	Inventory & Maintenance Queries for Procurement / Supply Departments	2.11.3
2:15 p.m. - 2:30 p.m.	Break	NA
2:30 p.m. - 3:00 p.m.	Questions	2.11.4
3:00 p.m. – 3:30 p.m.	Assessment	2.5.1
3:30 p.m. - 4:00 p.m.	Discussion & Certificates	2.11.4
4:00 p.m. – 4:30 p.m.	Wrap-up	2.5.1