



Training Syllabus

IBM Maximo Asset Management 7.1 Work Management

This three day course shows the key applications and functions specific to work order management. The course focuses on the setup, processing, and management of work management records and supporting maintenance activities. To provide a context for learning IBM Maximo procedures and processes, scenarios are provided in which students are asked to assume changing roles while carrying out a wide variety of tasks related to the processing and managing of work through the work order life cycle: generating, planning, scheduling, assigning, dispatching, and completing.

Pre requisites for this course include: Navigation & Querying or Maximo 7 Basics Self Paced Online Learning course.

Course Overview

- Strategic Asset Management and Maintenance
- Overview of Work Management in IBM Maximo Asset Management

Setting Up Work Order-Related Database Records

- Organizing and Entering Failure Codes
- Entering Planning Records
- Entering Scheduled Maintenance Records

Work Management Life Cycle

- Generating Work Orders
- Planning Work
- Scheduling Work Assignments
- Dispatching Work Assignments
- Completing and Reporting on Work

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After completing this course, you should be able to:

Describe the basic components and functions of Maximo

Insert and build core data records into the system

Generate work orders automatically and through manual input

Create and modify work plans and job plans

Schedule and assign craft and labor to work orders

Issue materials

Record labor and materials usage

Report failure information

Return materials

Generate a follow-up work order

