



## Course Description

# AMOS Material Management Training

### Course Description

This course is focused on the needs of AMOS users in the Purchasing Department, Spares, Logistics and basically all staff involved in ordering and/or receiving material.

### Course Objectives

Upon completion of this course, you will be able to:

- ✓ Create and administer addresses for suppliers, customers, stations, stores and internal shops
- ✓ Enter and check price list information on different suppliers
- ✓ Define new parts into the system and specify their requirements and special rules
- ✓ Define the reorder details for consumables and expendables
- ✓ Use the parts history (rotables and consumables) as useful information
- ✓ Perform efficient material planning for scheduled and unscheduled events with the Parts Consumption Forecast
- ✓ Enter and administer different types of orders, especially purchase, repair, loan, customer loan and sales orders and book the corresponding deliveries
- ✓ Follow-up the history of an order incl. the creation of reminders
- ✓ Check the stock of part numbers and their alternates on different stations and stores
- ✓ Create purchase orders from consumable parts out of Reorder Proposal
- ✓ Create repair, warranty and exchange orders out of Repair Administration
- ✓ Enter and retrieve information about suspicious parts, slow moving, non moving or unused material.
- ✓ Create different reports using KPI Analyzer

### Course Topics

- Address Administration
- Active Supplier Rating
- Part Administration
- Parts Tracking

- Rotable Administration
- Parts Consumption Forecast
- Order Management
- Logistics Administration
- Price Book
- Order Tracking
- Cancel Order Bookings
- Stock Information
- Reorder Proposal
- Pickslip
- Repair Administration
- Suspicious Parts
- Surplus Material
- Key Performance Indicators Analyzer

<b>Who should attend</b>	Purchasing and Logistics staff, in general all colleagues involved with ordering and receiving material.
<b>Prerequisite</b>	AMOS Basic Training
<b>Skill</b>	Intermediate/Advanced
<b>Certification</b>	The course ends with a multiple choice exam. With achieving 70%, the participant receives an AMOS Diploma in addition to the letter of participation.
<b>Type</b>	Classroom
<b>Duration</b>	2.5 days
<b>Times</b>	Classes typically begin at 09:00AM. The course usually ends at around 05:00PM. Please check your confirmation letter for exact time.
<b>Training Costs</b>	See pricelist
<b>Registration</b>	Please register your participant(s) via <a href="http://www.swiss-as.com">www.swiss-as.com</a> .