Swiss-AS Training – Course Description

AMOS Publication Management Training



This course has been designed to give the participant a full and comprehensive overview of the Publication Management program, exploring its use and its connection with the different applications that are part of the modification control module and/or that allow import/review of OEM aircraft manuals.

Course Objectives

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

- ✓ Define company specific basic data to configure Publication Management (APN:565)
- ✓ Control the handover, lend and return of manuals and documents.
- ✓ Define publication distribution lists.
- ✓ Enter and revise a document in Publication Management (APN:565).
- ✓ Learn about the connection between Publication Management (APN:565) and other AMOS programs.
- ✓ Acknowledge the receipt of a Publication within AMOS.
- ✓ Extract various publication related reports.
- ✓ Contact publication authors and ensure publications (i.e. CMM) are at the latest revision.
- ✓ Perform an assessment for a selected document
- ✓ Manage approval requests for documents and publications

Course Topics

- Publication Management configuration and related main tasks (APN:566, APN:565)
- Publications Acknowledgment (APN:685)
- Publication revisions control (APN:683)
- Publication Management Reports (APN:565, APN:681, APN:807)
- OEM documents (e.g. AMM, MEL) import and management (APN:1524, APN:1525)
- Approval control for publications (APN:2110, APN:2111)
- MEL Manual Administration (APN:273)

Who should attend

Everybody working with publications and/or in charge of technical library duties in AMOS.

Prerequisite

AMOS Basics WBT

SWISS AviationSoftware

Skill	Advanced
Type	Classroom
Duration	0.5 day
Times	Please check our website www.swiss-as.com/services/training and/or your course invitation for the exact time.
Training Costs	On Request
Registration	Please register your participant(s) via www.swiss-as.com or contact the AMOS Training Department at AMOS_Training@swiss-as.com.