ALABAMA
TRAINING NETWORK

TRAINING SOLUTIONS

CATALOG FOR BUSINESS & INDUSTRY

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ABOUT US

INTRODUCTION

The Alabama Training Network (ATN) provides extensive workforce training, technical assistance, and busines solutions to incumbent workers designed to empower and strengthen industry in Alabama in areas of Agribusiness & Food Services, Continual Improvement, Environmental Health & Safety, Industrial Maintenance & Technology, and Leadership & Management Development. Our vision is to be the leading provider of training and technical assistance solutions for industry to sustain jobs, optimize operations, create efficiencies, and stay competitive.

With dedicated employees located throughout the state and over 1,200 years of combined manufacturing experience, ATN provides Alabama businesses with the expertise and resources to drive growth, boost productivity, reduce costs, and expand capacity.

At ATN, we take pride in delivering exceptional customer service and being a trusted local partner for businesses. Our team specializes in implementing innovative solutions, training and developing employees, and optimizing workforce processes to help companies thrive. With a steadfast commitment to excellence and reliability, ATN ensures businesses have the support and tools they need to succeed. Connect with ATN to explore how we can support your success! **Contact: atninfo@atn.org or 334-293-4671.**

ATN

HISTORY

Alabama Training Network (ATN) formed in 1987 with the development of five "Centers of Excellence." Its purpose was to address the existing and future workforce in the state to improve economic growth. By 1996, ATN became well established, and additional locations were developed across the state, making ATN's resources easily accessible.

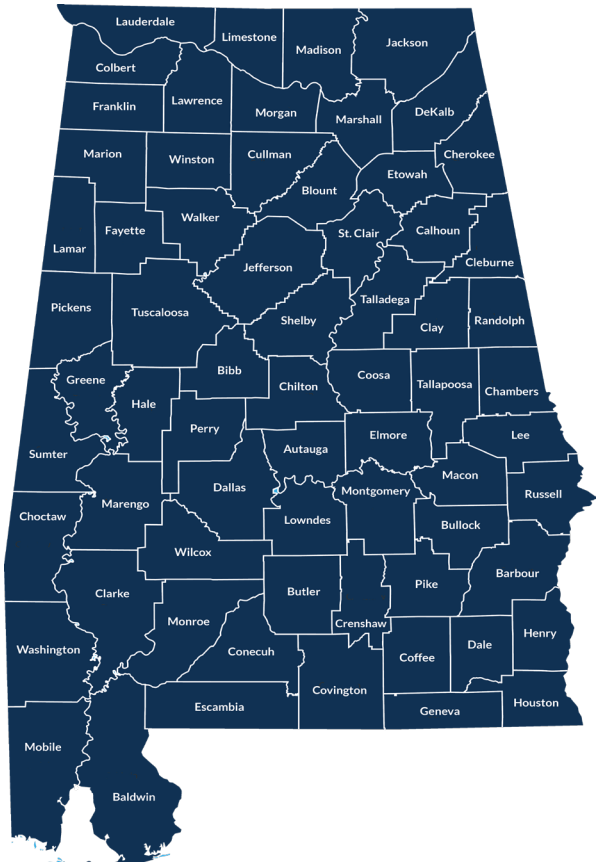
In the same year, ATN was recognized as the Alabama center for the National Institute of Standards and Technology (NIST) Manufacturing Extension Partnership (MEP). MEP centers provide manufacturers with access to resources they need to succeed by working with them to develop new products and customers, expand and diversify markets, adopt new technology, and enhance value within supply chains. There is only one MEP center per state, totaling 51 centers nationally, including Puerto Rico. ATN continues to represent Alabama as an official MEP center and continues to be a top-performing center.

In 2004, ATN became an entity of the Alabama Community College System and today is located across the state of Alabama, serving all 67 counties. ATN has kept the primary mission of supporting industry by providing customized workplace training, innovative technical assistance, and engineering services. ATN continually tailors and upgrades material and equipment to provide the best practices for its clients. ATN focuses on working as a network, with our staff organized into specialized subject matter teams to help increase the productivity and profitability for Alabama businesses.

ATN received it's ISO 9001 certification in 2008 and applies the ISO 9001 requirements to internal processes in order to maintain and continually improve operations. The ISO 9001 certification drives performance to meet customer and stakeholder expectations. Each year, SRI performs an audit of ATN's quality management system for continual improvements.

THROUGHOUT the **STATE**

Alexander City
Auburn
Birmingham
Brewton
Cullman
Eufaula
Gadsden
Huntsville
Mobile



Montgomery
Muscle Shoals
Opelika
Ozark
Rainsville
Selma
Sumiton
Thomasville
Tuscaloosa

TRAINING **WISH LIST**

Please list training courses of interest and submit to an ATN staff member or email to marketing@atn.org.

STORIES of **SUCCESS**

We were so impressed by how practical the training was and how the ATN team jumped in to help us implement the new processes. No other company gives us the quality instruction and follow-up support that ATN does. Thank you for investing in small businesses!
— Karla Johnson, CEO, Johnson Labs

Tremendous experience working with the team from ATN. They have helped us put systems in place that will facilitate growth for years to come. ATN has been very professional, knowledgeable, and flexible as they have helped us move forward as a company.
— Matt Stallworth, President, Outfitter International

ATN is an excellent partner to work with to train and help implement projects. They are very hands-on and have a wide expertise in many types of industries and use their knowledge to assist in developing strategic plans to improve our business.
— Michael Stewart, VP of Manufacturing Operations, ProcessBarron

Over the years ATN has been a valued partner for a large portion of our Technical Training. The instructors are subject matter experts not only in a classroom setting but how the training applies on the plant floor. Being a 24/7 operation, they are willing to meet our team members schedule to deliver the training. Would highly recommend to others."
-Jerry "Cisco" King, Human Resources Manager, Briggs & Stratton, Auburn Plant

We engaged the center to perform our internal audit. The ATN team built an audit agenda, and they gave us the feedback we needed. The audit team was fast and efficient, and they did not disrupt our normal flow of business. With the help of ATN, we successfully re-certified to ISO 9001-2015 with our third-party auditor this year.
— Chase Fell, Vice President of Engineering, Precision Electric Coil

This is the most thorough audit that the guys have ever been through. Very helpful!
— John Jernigan, Manager of Sales, REF Alabama

In today's competitive business environments, it is critical to partner with the right organizations to ensure your long-term success and ATN has proven time and time again to be one of those organizations."
-Todd Green, President, WKW Erbsloeh

ATN has been an integral training partner to 3M Guin since 2003. They have provided our annual HAZWOPER and Confined Space Rescue training that has helped to keep our response team safe and our site free from chemical spills or OSHA fines. This training has provided 3M Guin avoidance cost impacts of well over $250,000 in the reduction of workman's compensation claims and potential accidents. I would recommend ATN to any business needing ESH training because they are always responsive to our needs and even haul their hazmat trailer on-site to help us do necessary hands-on drills.
— Jacob E Spillers, EHS & Quality Manager, 3M

CONTENTS

Agribusiness & Food Services

Page No: 7

Continual Improvement

Page No: 18

Environmental Health & Safety

Page No: 38

Industrial Maintenance & Technology

Page No: 48

Leadership & Management Development

Page No: 57

Continuous Improvement for FI

ATN provides solutions to the food, agriculture, consumer products, and bioscience industries in their pursuit of continuous improvement. ATN's continuous improvement training teach both the methodology and application of the tools to effectively educate employees. ATN facilitates real world events and actual facility projects to engage participants in active training and implementation of the lean principles and tools in their process. **Questions: foodsafety@atn.org.**

Lean 101: Principles of Lean for the Food Industry

Lecture and hands-on simulations introduce standardized work, workplace organization, visual controls, setup reduction, batch size reduction, point-of-use storage, quality at the source, workforce practices and pull systems. Participants assemble ready to cook, frozen, retail grocery pizzas in a simulated manufacturing setting. Results of the first simulation round provide the setting for continual improvement by applying lean enterprise principles to reduce the eight wastes.

The simulations reinforce the benefits of lean by applying tools introduced during the lecture. Each of the simulation's four rounds will consist of participants making improvements and comparing metrics such as lead time, on-time delivery, quality and bottom-line profit while considering factors specific to the food manufacturing industry such as Good Manufacturing Practices and comprehensive food safety and quality program requirements.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI002**

Food Industry & Quality Assurance

ATN's food safety and quality training solutions offer an array of courses that cover regulatory compliance, implementation and improvements for programs, procedures, best practices, and many other topics. This section will cover food safety, consumer safety, and quality for a variety of industries regulated by state and federal regulations. **Questions: foodsafety@atn.org.**

Documentation & Recordkeeping - Best Practices & Regulatory Requirement

Provides a practical, effective approach to understanding and auditing a facility and records from a food safety and quality aspect. This course is a great starting point for FSQA technicians, operations leads, operations supervisors, and FSQA frontline supervisors who are new to auditing tasks. This training provides a solid base to audit the facility and records for general GMP audits, performing internal audits to determine readiness for external audits, performing 2nd party audits for suppliers, as well as auditing other company facilities.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI002**

Good Manufacturing Practices - Food Manufacturing

Provides a firm foundation for any food safety and quality system. A series of Pre-Requisite Programs (PRPs) that provide procedural rules and guidelines in the areas of hygiene, sanitation, product handling, storage, transportation, operational conditions, and product production required to produce safe quality foods.

The FDA's Food Safety Modernization Act (FSMA) has elevated traditional GMPs, now called "current GMPs" or "cGMPs," to ensure that ingredients, products, and packaging materials are processed, handled, stored, and transported safely and in a suitable environment.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI001**

Internal Auditor Training -Food Safety & Quality Assurance

Provides a practical, effective approach to understanding and auditing a facility and records from a food safety and quality aspect. This course is a great starting point for FSQA technicians, operations leads, operations supervisors, and FSQA frontline supervisors who are new to auditing tasks. This training provides a solid base to audit the facility and records for general GMP audits, performing internal audits to determine readiness for external audits, performing 2nd party audits for suppliers, as well as auditing other company facilities.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI002**

Management System Audit

Solutions for internal auditing services and hands-on training conducting internal audits for specific management systems and audit schemes. **Questions: foodsafety@atn.org.**

BRCGS Consumer Products - Personal Care & Household

ATN provides internal management system audits to meet management system requirements - BRCGS Consumer Products - Personal Care & Household. ATN will also assist the facility in identifying continued program improvements. Audits can be tailored to meet the needs of the client.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	**FI101**

BRCGS Food Safety

ATN provides internal management system audits to meet management system requirements BRCGS Food Safety. ATN will also assist the facility in identifying continued program improvements. Audits can be tailored to meet the needs of the client.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	**FI001**

AFS SOLUTIONS

BRCGS Packaging Materials

ATN provides internal management system audits to meet management system requirements of BRCGS Packaging Materials. ATN will also assist the facility in identifying continued program improvements. Audits can be tailored to meet the needs of the client.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI001

Client Specific

ATN provides internal management system audits to meet management system requirements. ATN will also assist the facility in identifying continued program improvements. Audits can be tailored to meet the needs of the client.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI104

FSSC 22000

ATN provides internal management system audits to meet management system requirements for FSSC 22000. ATN will also assist the facility in identifying continued program improvements. Audits can be tailored to meet the needs of the client.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI102

SQF - Food Safety Code: Food Manufacturing

ATN provides internal management system audits to meet management system requirements SQF - Food Safety Code: Food Manufacturing. ATN will also assist the facility in identifying continued program improvements. Audits can be tailored to meet the needs of the client. (Good Manufacturing Practice's) GMPs, now called "current GMPs" or "cGMPs," to ensure that ingredients, products, and packaging materials are processed, handled, stored, and transported safety and in a suitable environment.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI103

SQF - Food Safety Code: Manufacture of Food Packaging

ATN provides internal management system audits to meet management system requirements for SQF - Food Safety Code: Manufacture of Food Packaging. ATN will also assist the facility in identifying continued program improvements. Audits can be tailored to meet the needs of the client.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI103

SQF - Food Safety Code: Storage and Distribution

ATN provides internal management system audits to meet management system requirements for SQF - Food Safety Code: Manufacture of Food Packaging. ATN will also assist the facility in identifying continued program improvements. Audits can be tailored to meet the needs of the client.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI103

SQF - Quality Code

ATN provides internal management system audits to meet management system requirements for SQF - Quality Code. ATN will also assist the facility in identifying continued program improvements. Audits can be tailored to meet the needs of the client.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI103

Management System Implementation

Customizable solutions that educate and prepare facility teams to successfully implement specific management systems. **Questions: foodsafety@atn.org.**

BRCGS Consumer Products - Personal Care & Household

ATN can assist in the implementation of many management programs, including many of the GFSI certifications. Since each company presents a unique set of circumstances, ATN works with the client to develop a plan for technical assistance which will meet the needs of the individual company.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI101

BRCGS Food Safety

ATN can assist in the implementation of many management programs, including many of the GFSI certifications. Since each company presents a unique set of circumstances, ATN works with the client to develop a plan for technical assistance which will meet the needs of the individual company.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI101

AFS SOLUTIONS

BRCGS Packaging Materials

ATN can assist in the implementation of many management programs, including many of the GFSI certifications. Since each company presents a unique set of circumstances, ATN works with the client to develop a plan for technical assistance which will meet the needs of the individual company.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI101

Client Specific

ATN can assist in the implementation of many management programs, customer programs, and regulatory programs, among other programs. Assistance can be provided, beginning with the decision to implement a management system, and continuing through registration and ongoing audits. Since each company presents a unique set of circumstances, ATN works with the client to develop a plan for technical assistance which will meet the needs of the individual company.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI104

FSSC 22000

ATN can assist in the implementation of many management programs, including many of the GFSI certifications. Since each company presents a unique set of circumstances, ATN works with the client to develop a plan for technical assistance which will meet the needs of the individual company.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI102

SQF - Food Safety Code: Food Manufacturing

ATN can assist in the implementation of many management programs, including many of the GFSI certifications. Since each company presents a unique set of circumstances, ATN works with the client to develop a plan for technical assistance which will meet the needs of the individual company.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI103

SQF - Food Safety Code: Manufacture of Food Packaging

ATN can assist in the implementation of many management programs, including many of the GFSI certifications. Since each company presents a unique set of circumstances, ATN works with the client to develop a plan for technical assistance which will meet the needs of the individual company.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI103

SQF - Food Safety Code: Storage and Distribution

ATN can assist in the implementation of many management programs, including many of the GFSI certifications. Since each company presents a unique set of circumstances, ATN works with the client to develop a plan for technical assistance which will meet the needs of the individual company.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI103

SQF - Quality Code

ATN can assist in the implementation of many management programs, including many of the GFSI certifications. Since each company presents a unique set of circumstances, ATN works with the client to develop a plan for technical assistance which will meet the needs of the individual company.

Course Length	*N/A*
Ideal Course Size	*N/A*
SOLUTION ID	FI103

Management System Training

ATN's Management Systems training courses are designed to help companies understand the essential information and requirements of the given management system standard. ATN can provide assistance in all stages of management system implementation including training. **Questions: foodsafety@atn.org.**

Intro to GFSI - BRCGS Consumer Products - Personal Care & Household

Examines the key elements of BRCGS Consumer Products - Personal Care & Household, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of BRCGS Consumer Products - Personal Care & Household and have the opportunity to discuss the application and implementation of the standard. This course is recommended for facilities who are considering becoming certified and for management team members who are new to the audit scheme.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	FI001

Intro to GFSI - BRCGS Food Safety

Examines the key elements of BRCGS Food Safety, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of BRCGS Food Safety and have the opportunity to discuss application and implementation of the standard. This course is recommended for facilities who are considering becoming certified and for management team members who are new to the audit scheme.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	FI001

AFS SOLUTIONS

Intro to GFSI - BRCGS Packaging Materials

Examines the key elements of BRCGS Packaging Materials, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of BRCGS Packaging Materials and have the opportunity to discuss application and implementation of the standard. This course is recommended for facilities who are considering becoming certified and for management team members who are new to the audit scheme.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI001**

Intro to GFSI - FSSC 22000

Examines the key elements of FSSC 22000, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of FSSC 22000 and have the opportunity to discuss application and implementation of the standard. This course is recommended for facilities who are considering becoming certified and for management team members who are new to the audit scheme.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI001**

Intro to GFSI - SQF - Food Safety Code: Food Manufacturing

Examines the key elements of SQF - Food Safety Code: Food Manufacturing, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of SQF - Food Safety Code: Food Manufacturing and have the opportunity to discuss application and implementation of the standard. This course is recommended for facilities who are considering becoming certified and for management team members who are new to the audit scheme.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI001**

Intro to GFSI - SQF - Food Safety Code: Manufacturing of Food Packaging

Examines the key elements of SQF - Food Safety Code: Manufacture of Food Packaging, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of SQF - Food Safety Code: SQF - Food Safety Code: Manufacture of Food Packaging and have the opportunity to discuss application and implementation of the standard. This course is recommended for facilities who are considering becoming certified and for management team members who are new to the audit scheme.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI001**

Intro to GFSI - SQF - Food Safety Code: Storage & Distribution

Examines the key elements of SQF - Food Safety Code: Storage & Distribution, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of SQF - Food Safety Code: SQF - Food Safety Code: Storage & Distribution and have the opportunity to discuss application and implementation of the standard. This course is recommended for facilities who are considering becoming certified and for management team members who are new to the audit scheme.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI001**

Intro to GFSI - SQF - Quality Code

Examines the key elements of SQF - Quality Code, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of SQF - Quality Code and have the opportunity to discuss application and implementation of the standard. This course is recommended for facilities who are considering becoming certified and for management team members who are new to the audit scheme.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI001**

Water & Wastewater Systems

Waster & Wastewater Systems training provides collaborative training solutions to serve industrial water and wastewater systems and businesses who have onsite stormwater programs. These courses prepare participants to sit for operator testing, building continuing education hours, and educate non-operators who have management and compliance responsibilities for state and federal regulations. These courses are jointly taught by the Alabama Rural Water Association and the Alabama Training Network, combining expertise to deliver practical, high-impact training. **Questions: foodsafety@atn.org.**

Advanced Wastewater Treatment Process

This course focuses on Wastewater Characteristics, whether chemical or physical. It will assist the operator in evaluating the factors that interfere with the treatment process. It is an in-depth look at the importance of alkalinity control. This course is designed for experienced operators and managers to better understand the optimalization of advanced wastewater treatment.

Suggested, but not required, experience needed for this course: 3-5 years.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI002**

AFS SOLUTIONS

FOG Treatment & Biological Treatment Process Control

This course highlights the treatment techniques that can be used to focus on optimization of FOG removal as well as assisting the system understand the Biological Treatment process and when to make changes. Treatment techniques will address both municipal and industrial applications and specific challenges presented by each.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI002**

Introduction to Industrial Wastewater

This Introduction to Industrial Wastewater course is designed to provide an overview of characteristics, treatment methods, and regulations surrounding wastewater generated by industrial processes, focusing on pollutant identification, treatment techniques, operational challenges, troubleshooting, and safety protocols.

Suggested, but not required, experience needed for this course: 3-5 years.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI002**

Interpretation of Laboratory Analysis/Sample Collection & Preservation

This course offers a step-by-step process from the collection of samples to their ultimate disposal after being analyzed. It also explains the Quality Control and Quality Assurance process for Wastewater Compliance Testing and Quality Control Testing. Processes for municipal and industrial processes will be addressed and challenges for each will be recognized.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI002**

Nitrification & Process Treatment

This course is designed to train the operator to use laboratory results to control the nitrification process within the wastewater treatment process. The course also looks at the participant's own lab results and helps the participants learn to optimize their treatment process with tools and supplies they have on hand. This course is geared to serve operators and management in the manufacturing industry and to troubleshoot and react to situations unique to their process.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI002**

Regulatory Compliance in Water & Wastewater Treatment Facilities

This course is designed to assist individuals in becoming familiar with state and federal regulations for water and wastewater treatment processes.

The Regulations that govern water treatment ADEM Division 7. The regulations that govern operator certification, ADEM Division 10. This course will cover the history of the Safe Drinking Water Act, what defines the different types of water systems, and the various regulations in the Safe Drinking Water Act.

This course is designed to discuss water and wastewater treatment processes in both public works and industrial applications.

*It is suggested that each participant bring a laptop to class to reference and explore online content.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI003**

Understanding Water & Wastewater Treatment Processes

This course is designed to teach complex treatment processes and stages that encompass physical, biological, and chemical processes. Each phase of the treatment is covered in detail. This course will provide direction in trouble shooting treatment upsets as well as optimization protocols for both municipal and industrial systems.

This course also delivers training for municipal and industrial participants to better understand drinking water quality and safety, interpreting municipal water quality reports, sampling, and interpreting point of use testing, crisis management from a food safety and quality aspect, and risk mitigation and implications in terms of food quality and food safety for food manufacturing and allied industries. Content will also include the impact of water quality in different industries.

*It is suggested that each participant bring a laptop to the training to reference and explore online content.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI003**

Water & Wastewater Certification for Industry

This Water & Wastewater Operator Certification Training for Industry course is designed to give individuals working in water or wastewater operations practice in answering questions that are similar in format and content to the questions that appear on the state certification exams. The sessions will be geared to the specific body of knowledge that the individual or system must possess.

Course instructors bring with them real world knowledge in the technical and managerial aspects of the water and wastewater industry as well as being certified and experienced water and wastewater operators. Each instructor delivers current information as state and federal regulation and compliance requirements are updated.

This course is a collaboration between the Alabama Training Network and the Alabama Rural Water Association to serve the water and wastewater industry.

Course Length	*40 Hours*
Ideal Course Size	*15*
SOLUTION ID	**FI004**

Technical Service

Customizable solutions to provide assistance to fit the needs of the client. **Questions: foodsafety@atn.org.**

Technical Service

ATN's experienced team has the capability of offering a variety of custom technical service solutions to meet the needs of clients. Please reach out to discuss business needs to see how ATN can help.

Course Length	*Custom*
Ideal Course Size	*N/A*
SOLUTION ID	**FI105**

Technical Training

ATN's experienced team has the capability of offering a variety of custom technical training solutions to meet the needs of clients. Please reach out to discuss business needs to see how ATN can help.

Course Length	*Custom*
Ideal Course Size	*N/A*
SOLUTION ID	**FI105**

Automotive Quality Core Tools

Defined as five supplemental techniques and/or methods which support the expectations of the automotive standards, whether IATF-16949 or the German-based VDA, and the global automotive industry. Even though these tools (APQP, PPAP, FMEA, SPC, and MSA) are integrated into the automotive manufacturing domain, they are used in aerospace and other manufacturing industries also. ATN can provide training on each of the core tools to meet the needs of a company. ATN's courses teach the method and application of the tools with real world examples and exercises to effectively train participants. ATN can also assist in the set up and implementation of the core tools to help a company meet their customer requirements. **Questions: citeam@atn.org.**

Executive Overview of Statistical Process Control (SPC)

Provides an overview of the basic understanding necessary to use Statistical Process Control (SPC) to effectively control processes. Participants will learn how SPC can be used to reduce or eliminate defects by reviewing the tools to prevent defects from occurring. This course is based upon the AIAG automotive SPC reference manual.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI007**

Introduction of Process Capability with Statistical Process Control (SPC)

Provides introductory training for understanding Process Capability with the basics of Statistical Process Control (SPC) in processes. Attendees will learn the concepts of process variation, how it affects process capability, and ways to reduce variation. Participants will also gain a knowledge of which SPC tools to apply for specific processes.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI009**

Introduction of Statistical Process Control (SPC) Understand Your Pro-

Provides introductory training for developing the basic understanding and skills necessary to use Statistical Process Control (SPC) to effectively control processes. Participants will learn how to reduce or eliminate defects by learning the tools to prevent defects from occurring. Participants will also gain a knowledge of which SPC tools to apply for specific processes. This course is based upon the AIAG automotive SPC reference manual which includes a copy for each participant.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI009**

Introduction to 3rd Edition Advanced Product Quality Planning (APQP) & CP

This overview covers the common Product Quality Planning and Control Plan guidelines described in the 2024 released APQP manual (3rd Edition) issued by AIAG and referenced in the IATF 16949 standard. These guidelines lead to a designed Quality Plan from the Product Quality Planning Cycle that emphasizes up-front planning and evaluation of process output for customer satisfaction and continual improvement. Also, the new Control Plan manual and form are reviewed in this class. This class will assist engineers, technicians, managers and others in establishing a process for developing control plans for new or existing processes, products or services.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI007**

CI SOLUTIONS

Introduction to Advanced Product Quality Planning (APQP)

Covers the common Product Quality Planning and Control Plan guidelines described in the APQP manual issued by AIAG and referenced in the IATF 16949 Quality Management System standard. These guidelines lead to a designed quality plan from the product quality planning cycle that emphasizes up-front planning and evaluation of process output for customer satisfaction and continual improvement. Assist engineers, technicians, managers, and others in establishing a process for developing control plans for new or existing processes, products, or services.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI007**

Introduction to Design of Experiments (DOE) Mastering Your Process

Design of Experiments (DOE) can be used to move the understanding of your processes to the next level. Process owners can better understand which characteristics are important and how much they actually affect your processes. This can lead to improvements in existing processes and faster, more efficient development of new processes. Introduction to Design of Experiments teaches the participants how to gain information about your processes by using simplified Design of Experiments. This course introduces the use of plots, graphs, and simple calculations (without the emphasis on statistics) to understand the variables that effect and control your processes. Screening experiments using full and fractional factorial experiments are the focus of this course. Process capability and process control are also reviewed so the participant has an understanding of a process that is in the state of statistical control.

Course Length	*24 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI010**

Introduction to Failure Mode & Effects Analysis (4th Edition or VDA-FMEA)

Using Failure Mode & Effects Analysis (FMEA) as a disciplined technique to identify and help minimize potential problems is as important as ever. Dependent upon the company's request, this course uses the manuals for the AIAG-VDA automotive FMEA, or the AIAG 4th Edition FMEA, as a reference to teach how effective implementation of FMEA techniques can help reduce customer complaints, improve corrective actions, steer preventive actions, and continual improvements, along with assisting in APQP activities. Unique course exercises are used to provide real-world examples to the FMEA process.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI008**

Introduction to Gage Repeatability and Reproducibility (R&R)

Measurement data is used more often and in more ways than ever before. Decisions to make adjustments to processes, determining statistical control, and product acceptance are all impacted from the results of measured data. This course reviews the steps in performing measurement system studies (Gage R&R) to determine if your measurement system is appropriate for applications that provide critical process information. Measurement system analysis plays a significant part in Six Sigma and continual improvement activities.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI008**

Introduction to Measurement System Analysis (MSA)

Measurement data is used more often and in more ways than ever before. Decisions to make adjustments to processes, determining statistical control, and product acceptance are all impacted from the results of measured data. This course uses the AIAG automotive MSA manual as a reference to review steps in performing measurement system studies to determine if your measurement system is appropriate for applications that provide critical process information. Measurement System Analysis plays a significant part in Six Sigma and continual improvement activities.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI009**

Introduction to Production Part Approval Process (PPAP)

The overview helps participants understand the process of developing and producing a PPAP in accordance with the AIAG's PPAP reference manual. PPAP's provide evidence that all customer engineering requirements are understood and that manufacturing processes are consistent in meeting those requirements. This course explains the PPAP process and its importance in the production of products.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI007**

Lean

Lean focuses on maximizing customer value by continuously identifying and eliminating waste. The CI team supports companies in their journey toward continual improvement by offering practical, hands-on training. Our courses combine real-world examples with interactive simulations, and we go beyond the classroom—facilitating on-site events to guide teams through implementing Lean tools and principles directly within their operations. Questions: citeam@atn.org.

5S Train-the-Trainer

Learn how to transform a factory into a place where information concerning product quality, productivity, schedule, and safety are visually accessible at any given moment. Participants learn the 5S methodology to implement specific, easy-to-access visual systems to enhance communications and productivity.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI002**

CI SOLUTIONS

5S Workplace Organization

Learn how to transform a factory into a place where information concerning product quality, productivity, schedule, and safety are visually accessible at any given moment. Participants learn the 5S methodology to implement specific, easy-to-access visual systems to enhance communications and productivity. With case histories and visual examples, course participants learn what visual order is, what the visual workplace looks like, and how these concepts function on the production shop floor. Learn how to deal with resistance to changing the workplace, develop checklists, and use a process audit to sustain the process.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI001**

6S - 5S + Safety

Learn how to transform a factory into a place where information concerning product quality, productivity, schedule, and safety are visually accessible at any given moment. Participants learn the 6S methodology to implement specific, easy-to-access visual systems to enhance communications and productivity. With case histories and visual examples, course participants learn what visual order is, what the visual workplace looks like, and how these concepts function on the production shop floor. Learn how to deal with resistance to changing the workplace, develop checklists, and use a process audit to sustain the process.

Course Length	*4 Hours*
Ideal Course Size	*15*

Focused Lean & Clean Value Stream Mapping

Based on the book Learning to See, from the Lean Enterprise Institute (LEI), participants in this course will learn the technique of Value Stream Mapping (VSM) to realize the waste that exist in their current process. The "Lean and Clean" VSM process consists of identifying product groupings (aka, value streams) in the organization, mapping a current state of material and information flow and assessing the inherent efficiency and environmental waste. Armed with now being able to "see" their waste, participants will learn the process of constructing a future state of their value streams and instituting an implementation plan of achieving that future state. The result is successful value stream mapping, a tool to direct lean improvements.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI006**

Introduction to Lean Principles

Introduces participants to the basic principles of lean manufacturing. Lecture material provides an overview of the background of lean, the eight deadly waste of manufacturing, and the lean tools used to eliminate those waste. The course also offers participants the opportunity to participate in a simulated factory to see first hand the application of lean concepts and their benefits.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI005**

Inventory Management Utilizing Kanban

Learn how to have processes in place to signal inventory needs to reduce/eliminate out of stock conditions and determine the "right" amount of inventory for your operation. In this course you will learn how to implement 4 types of Kanbans (min/max, 2-bin, FIFO lane, and Kanban card system), using our hands-on simulation. Course participants will determine re-order points and re-order quantities using simple calculations. Understand how Kanban processes are utilized for managing the shop floor inventories and MRP systems aide in planning.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI005**

Kaizen - CI Event

Kaizen events are the vehicle to implementing lean tools and concepts. Kaizen events are well-scoped, focused improvement efforts that utilize a team-based approach to eliminating wastes. The greatest benefit of a kaizen event is the nearly instantaneous recognition of improvement. Aggressive goals are set early in the process and solutions are not simply put on paper but implemented by the team. Team members are empowered to offer and implement ideas, reinforcing the notion they are having an immediate impact. Kaizen events are a proven way to implement Lean tools.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI005**

Kaizen Facilitator

Kaizen events are the vehicle to implementing lean tools and concepts. These events are well-scoped, focused improvement efforts that utilize a team-based approach to eliminating waste. The Kaizen Facilitator course is designed to teach a standard kaizen process that can be used for implementing lean tools, such as quick changeover, 5S, cellular/layout, and TPM.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI005**

Lean 101: Principles

Lecture and hands-on simulations introduce standardized work, workplace organization, visual controls, setup reduction, batch size reduction, point-of-use storage, quality at the source, workforce practices, and pull systems. Participants assemble test circuit boards in a simulated manufacturing setting. Results of the first simulation round provide the setting for continual improvement applying lean enterprise principles to reduce the eight waste.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI003**

CI SOLUTIONS

Lean Kata (Toyota Kata)

Lean Kata helps develop creative, scientific-thinking skills. Employees can use these skills to keep improving, adapting, and generating competitive advantage in a strategically aligned way. Lean Kata does not teach problem solving, but rather a mindset that can make people more effective at problem solving – through practicing Coaching

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI003**

Lean Office

Only 20% of total lead time results from manufacturing activities. This means that even with a "lean" shop floor atmosphere, a traditional functional office environment can serve as a bottleneck for responding to customers. This course will provide an understanding of the characteristics and benefits of a lean office vs. a traditional office environment, and participants will learn how to categorize value added vs. non-value added activities in an office environment and learn ways to eliminate waste.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI006**

Product (Cellular) Flow

Through the arrangement of people and equipment into efficient, process-based cells, cellular manufacturing creates a smooth flow that shortens the lead time for delivery while supporting low inventory production, space saving, and continual improvement. Learn how to link and balance manufacturing operations to reduce lead times, minimize work in process, optimize floor space usage, and improve productivity. The course emphasizes the five-step process for designing and implementing work cells in both assembly and machining applications. Topics include product family definition, takt time, total work content, work balancing, task/operator standardization, machine/operator optimization, cell layout, flexible staffing, and teamwork.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI005**

Quick Changeover

Learn the fundamental principles of setup reduction. Setup is clearly defined. Both reasons for and barriers to reducing changeovers are presented. The course follows the principles outlined by Shigeo Shingo on Single Minute Exchange of Dies (SMED). Participants learn the standard methodology in applying SMED to any type of setup or industry. Includes a live simulation with hands-on experience in setup reduction.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI005**

Sustaining (Leading) Lean

Principles of sustaining lean, daily walks, and coaching/mentoring. Learn how to sustain Continual Improvement (CI) /Lean principles by training the supervisors/managers of the areas on elements of team facilitation, motivation, and meeting goals. The training will focus on the "leading and sustainment" of improvement projects, to help give you a better understanding of maintaining the improvements made through teams.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI005**

Total Productive Maintenance (TPM)

TPM is a productivity maintenance improvement methodology designed to maximize equipment efficiency. TPM involves everyone from top executives to shop floor participants. Participants learn how to proactively maintain machines and equipment at peak productivity. In addition, a simulation is used to provide hands-on application of the tools and techniques used. Take away the understanding of TPM, the 6 major equipment-related losses, and the eight steps to autonomous maintenance. Explanation on how TPM increases overall equipment effectiveness (OEE) and how it can help avoid interruptions to production.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI005**

Value Stream Mapping Event

Value Stream Mapping is a planning tool to help companies focus on when and where they should apply lean concepts to get the most impact. The VSM process consists of identifying value streams/product groups in the organization, mapping a current state of material and information flow, assessing the inherent waste, and designing a future state of how the value stream is desired to perform. The result is an implementation plan that clearly prioritizes when and where to focus improvements and how each improvement will help achieve the future state.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI004**

Value Stream Mapping Overview

Based on the book Learning to See, from the Lean Enterprise Institute (LEI), participants in this workshop will learn to identify where the value streams are in their operations, map them "from door-to-door" and realize the wastes that exist in their current process. Armed with now being able to "see" their wastes, participants will learn the process of constructing a future state of their value streams and instituting an implementation plan of achieving that future state. The result is successful value stream mapping, a tool to direct lean improvements.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI005**

Lean Six Sigma

Lean Six Sigma blends two powerful continual improvement strategies—Lean and Six Sigma—to drive efficiency, reduce waste, and enhance productivity. Using the proven DMAIC (Define, Measure, Analyze, Improve, Control) methodology, this approach helps organizations streamline processes and minimize variability. Questions: citeam@atn.org.

Air Academy Associates Lean Six Sigma Black Belt

Recognized throughout industry and proven within hundreds of companies, Air Academy Associates' Lean Six Sigma Black Belt program teaches the tools and methodologies of DMAIC (Define, Measure, Analyze, Improve, Control) and simple, but effective, approaches to applying statistics. These tools are essential in establishing a knowledge-based approach for a continuous improvement culture throughout your organization. Students will apply the knowledge learned through exercises, simulations, and project work assigned by your company between the 1st and 2nd weeks and the 3rd and 4th weeks of the course. Students should have a project selected before beginning the class (Laptop needed for statistical software). Upon completion of the class, students will have the option of becoming a certified Lean Six Sigma Black Belt. Air Academy is one of the most recognized Lean Sigma certifications in the country. The cost includes the exam fee and the project evaluation fee.

Course Length	*160 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI022**

Air Academy Associates Lean Six Sigma Green Belt

Recognized throughout the industry, Air Academy Associates' Lean Six Sigma Green Belt program teaches the tools and methodologies of DMAIC (Define, Measure, Analyze, Improve, Control) and simple, but effective approaches to applying statistics. These tools are essential in establishing a knowledge-based approach for a continual improvement culture throughout your organization. Apply knowledge learned through exercises, simulations, and project work assigned by your company between the 1st and 2nd weeks of the course. Project should be selected before beginning the course (Laptop is needed for statistical software). Upon completion, participants will have the option of becoming a certified Lean Six Sigma Green Belt. Air Academy is one of the most recognized Lean Sigma certifications in the country.

Course Length	*80 Hours*
Ideal Course Size	*8*
SOLUTION ID	**CI022**

ATN Lean Six Sigma Green Belt

ATN's Lean Six Sigma Green Belt class provides comprehensive training on the principles and methodologies of Lean Six Sigma, focusing on the DMAIC (Define, Measure, Analyze, Improve, Control) methodology. Participants learn to reduce variation, identify process inefficiencies, eliminate waste, and implement improvements to enhance quality and performance. The course includes hands-on simulations to ensure practical understanding and application. This course not only deepens participants' understanding and application of Lean Sigma tools but also illustrates how these tools can yield breakthrough improvements in processes, directly impacting the bottom line. By the end of the class, attendees are equipped with the skills to lead small to medium-sized process improvement projects within their organizations.

Course Length	*48 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI022**

ATN Lean Six Sigma White Belt

The Lean Six Sigma White Belt course is an entry-level training program designed to introduce participants to the fundamental concepts and principles of Lean Six Sigma methodology. This course provides a basic understanding of key Lean Six Sigma concepts and terminology, empowering participants to contribute to organizational improvement initiatives and support larger Lean Six Sigma projects led by Green Belts and Black Belts. The Lean Six Sigma White Belt course provides participants with a basic understanding of Lean Six Sigma methodology and equips them with the knowledge and skills to support process improvement initiatives within their organizations. By completing White Belt training, individuals demonstrate their commitment to quality and their ability to contribute to the success of Lean Six Sigma projects.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI008**

ATN Lean Six Sigma Yellow Belt

The Lean Six Sigma Yellow Belt course is an introductory level training program designed to provide participants with a foundational understanding of Six Sigma principles, methodologies, and tools. This course aims to equip individuals with the knowledge and skills necessary to contribute effectively to process improvement initiatives within their organizations. The Lean Six Sigma Yellow Belt course provides participants with a solid foundation in Lean Six Sigma methodologies and prepares them to play an active role in process improvement initiatives within their organizations. By acquiring Yellow Belt training, individuals can demonstrate their commitment to quality and their ability to contribute to the success of Lean Six Sigma projects.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI009**

Executive Overview of Lean Sigma/Six Sigma

Executive Overview Lean Sigma is a highly disciplined management strategy to use statistical tools and project work to achieve consistent excellence in quality, reduce waste/costs, and deliver products to customers on time. Lean Sigma uses a problem-solving methodology to define, measure, analyze, improve, and control. It also is a way to make breakthrough improvements in a process that will show up on the bottom line. This four-hour course introduces participants to a basic understanding and application of Lean Sigma tools. It also provides an overview of how these tools can be used to make process improvements.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI007**

CI SOLUTIONS

Introduction to Lean Sigma/Six Sigma

Introduction to Lean Sigma is a highly disciplined management strategy to use statistical tools and project work to achieve consistent excellence in quality, reduce waste/costs, and deliver products to customers on time. Lean Sigma uses a problem solving methodology to define, measure, analyze, improve, and control. It also is a way to make breakthrough improvements in a process that will show up on the bottom line. This course introduces participants to a more in-depth understanding and application of Lean Sigma tools. It also provides an understanding of how these tools can be used to make process improvements.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI008**

Management Systems

ATN offers both training and technical assistance for a variety of business management systems. Training courses are designed to help companies understand the requirements of the given standard and apply them to find solutions to their own situations. ATN can provide assistance in all stages of management system implementation including internal auditing. **Questions: citeam@atn.org.**

Executive Introduction Review of Requirements - AS 9100

Introduction examines the key elements of AS 9100, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of AS 9100 and have the opportunity to discuss the application and implementation of the standard.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI019**

Executive Introduction Review of Requirements - AS 9110

This half-day introduction examines the key elements of the AS 9110 standard, which is for Maintenance, Repair, and Overhaul (MRO) processes in the aviation, space, and defense industries. Attendees will be given an overall understanding of the management-driven requirements of AS 9110 and have the opportunity to discuss application and implementation of the standard.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI019**

Executive Introduction Review of Requirements - IATF 16949

The introduction examines the key elements of IATF 16949, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of IATF 16949 and have the opportunity to discuss the application and implementation of the standard.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI019**

Executive Introduction Review of Requirements - ISO 13485

The introduction examines the key elements of ISO 13485, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of ISO 13485 and have the opportunity to discuss the application and implementation of the standard.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI019**

Executive Introduction Review of Requirements - ISO 14001

The introduction examines the key elements of ISO 14001, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of ISO 14001 and have the opportunity to discuss the application and implementation of the standard.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI019**

Executive Introduction Review of Requirements - ISO 17025

The introduction examines the key elements of ISO 17025, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of ISO 17025 and have the opportunity to discuss the application and implementation of the standard.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI019**

Executive Introduction Review of Requirements - ISO 45001

The introduction examines the key elements of ISO 45001, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of ISO 45001 and have the opportunity to discuss the application and implementation of the standard.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI019**

CI SOLUTIONS

Executive Introduction Review of Requirements - ISO 9001

The introduction examines the key elements of ISO 9001, including the structure of the standard, the main management requirements, and plan to start implementation. Participants will understand the key sections of ISO 9001 and have the opportunity to discuss the application and implementation of the standard.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI019**

Executive Introduction Review of Requirements - VDA 6.3

The introduction examines the key elements of VDA 6.3. Participants will understand the elements P2-P7 for serial production and supplier potential analysis. The VDA 6.3 Analysis Tool and the spreadsheet will be introduced to evaluate and score each question. Participants will have a general understanding of how to use the VDA 6.3 Analysis Tool and/or spreadsheet.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI019**

Internal Auditor Training - AS 9100 Management Systems

Provides hands-on practice using AS 9100 aerospace quality system standards to evaluate and audit the critical processes of a quality system. It is designed for all areas of manufacturing and service, and the participants work on auditing exercises based upon real-world examples.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI011**

Internal Auditor Training - AS 9110 Management Systems

AS 9110 outlines the quality system criteria applicable to organizations primarily operating in the aircraft industry, encompassing all stages of the maintenance, repair, and overhaul (MRO) process. This training offers practical experience through auditing exercises grounded in real-world scenarios, utilizing the AS 9110 management standard to evaluate and audit vital processes within the quality system.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI011**

Internal Auditor Training - Automotive Core Tools for IATF 16949

Provides a practical, effective approach to understanding and auditing the automotive core tools. This course is for participants that are already proficient in internal auditing, or have had a previous auditing course on the IATF 16949 (or other) quality standard, but need a better understanding of the core tools. APQP, PPAP, FMEA, MSA, and SPC are introduced during the course and the participants work on auditing exercises based upon real-world examples.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI012**

Internal Auditor Training - IATF 16949 Management Systems

Provides hands-on practice using IATF 16949 automotive quality system standard to evaluate and audit the critical processes of a quality system. It is designed for all manufacturing and service areas and covers key aspects of auditing within a firm and for vendors. Note: If participants have no formal training in auditing core tools, then the Auditing of Core Tools course (8 hr.) will be needed.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI012**

Internal Auditor Training - ISO 13485 Management Systems

Provides hands-on practice using ISO 13485 to evaluate and audit the critical processes of a quality system for the medical device industry. It covers the requirements, an emphasis on regulatory requirements, and key aspects of auditing within a company and for vendors.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI013**

Internal Auditor Training - ISO 14001 Management Systems

Provides hands-on practice using the ISO 14001 standard to evaluate and audit the critical processes of an environmental management system. The training is designed to provide participants with the knowledge and skills to successfully plan and prepare for an audit, perform, document, report the results of an audit, and manage corrective actions.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI014**

CI SOLUTIONS

Internal Auditor Training - ISO 17025 Management Systems

Provides hands-on practice using ISO 17025 standard to evaluate and audit the critical processes of a testing and calibration lab. The course reviews the ISO 17025 standard and provides guidance on how a company can perform successful internal audits.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI015**

Internal Auditor Training - ISO 45001 Management Systems

Provides hands-on practice using ISO 45001 to evaluate and audit the critical processes of a safety management system. It is designed for all manufacturing and service areas and covers key aspects of auditing within a company and for vendors.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI016**

Internal Auditor Training - ISO 50001 Management Systems

Provides hands-on practice using ISO 50001 to evaluate and audit the critical processes of an Energy Management System (EnMS). The course reviews the ISO 50001 standard and provides guidance on how a company can perform successful internal audits.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI017**

Internal Auditor Training - ISO 9001 Management Systems

Provides introductory training to prepare participants to plan, conduct, and report results from internal audits for their companies.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI018**

Internal Auditor Training - VDA 6.3 Process Auditing

Provides hands-on practice using VDA 6.3 Process Audit requirements to evaluate and audit the critical processes of a quality system. It is designed for all manufacturing and service areas and covers key aspects of auditing within a firm and for auditing suppliers.

*Note:
1. If participants have no formal training in auditing of core tools, then Auditing of Core Tools class (one day) will be needed.
2. ATN is not a licensed VDA 6.3 provider, and the ATN VDA 6.3 Internal Process Auditor training does not presently provide a VDA license. Certain customers may require one or more of their suppliers' auditors to have a VDA auditor "card".

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI017**

Introduction/Overview Review of Requirements - AS 9100

Offers a detailed examination of the AS 9100 standard, including the structure, management requirements, and registration and auditing processes. Participants will learn the requirements of AS 9100 and have the opportunity to discuss the application and implementation of the standard in their facility using real-world examples.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI020**

Introduction/Overview Review of Requirements - AS 9110

This one-day overview offers a detailed examination of the AS 9110 standard, which is for Maintenance, Repair, and Overhaul (MRO) processes in the aviation, space, and defense industries. This overview includes the management requirements, the registration and auditing processes. Attendees will learn the requirements of AS 9110 and have the opportunity to discuss application and implementation of the standard in their facility using real world examples.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI020**

Introduction/Overview Review of Requirements - Customized

Provides introduction/overview review of requirements for customized training for two different standards of your choice.

Course Length	*16 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI021**

CI SOLUTIONS

Introduction/Overview Review of Requirements - IATF 16949

The overview offers a detailed examination of the IATF 16949 standard, including the structure, management requirements, and registration and auditing processes. Participants will learn the requirements of IATF 16949 and have the opportunity to discuss application and implementation of the standard in their facility using real-world examples.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI020**

Introduction/Overview Review of Requirements - ISO 13485

The overview offers a detailed examination of the ISO 13485 standard, including the structure, management requirements, and registration and auditing processes. Participants will learn the requirements of ISO 13485 and have the opportunity to discuss application and implementation of the standard in their facility using real-world examples.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI020**

Introduction/Overview Review of Requirements - ISO 14001

The overview offers a detailed examination of the ISO 14001 standard, including the structure, management requirements, and registration and auditing processes. Participants will learn the requirements of ISO 14001 and have the opportunity to discuss application and implementation of the standard in their facility using real-world examples.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI020**

Introduction/Overview Review of Requirements - ISO 17025

The overview offers a detailed examination of the ISO 17025 standard, including the structure, management requirements, and registration and auditing processes. Participants will learn the requirements of ISO 17025 and have the opportunity to discuss application and implementation of the standard in their facility using real-world examples.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI020**

Introduction/Overview Review of Requirements - ISO 45001

The overview offers a detailed examination of the ISO 45001 standard, including the structure, management requirements, and registration and auditing processes. Participants will learn the requirements of ISO 45001 and have the opportunity to discuss application and implementation of the standard in their facility using real-world examples.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI020**

Introduction/Overview Review of Requirements - ISO 50001

The overview offers a detailed examination of ISO 50001, including the structure of the standard, management requirements, and registration and auditing processes. Participants will learn the requirements of ISO 50001 and have the opportunity to discuss application and implementation of the standard.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI020**

Introduction/Overview Review of Requirements - ISO 9001

The overview offers a detailed examination of the ISO 9001 standard, including the structure, management requirements, and registration and auditing processes. Participants will learn the requirements of ISO 9001 and have the opportunity to discuss application and implementation of the standard in their facility using real-world examples.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI020**

Introduction/Overview Review of Requirements - VDA 6.3

Participants will understand the elements P2-P7 for serial production and supplier potential analysis. Participants will receive a practical understanding of how to apply the VDA 6.3 Analysis Tool and/or spreadsheet. Participants will learn how to evaluate and score each question, how to apply rules for downgrading, and how to perform potential analysis for new suppliers.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI020**

Quality Engineering

ATN can provide training or technical assistance with a wide variety of the tools used in finding solutions to manufacturing problems. From the most basic Root Cause Problem Solving course to the more advanced Statistical Process Control, Measurement System Analysis, and Design of Experiments, courses include both informative presentations and course exercises so that participants can understand and apply the information in a practical way. ATN may also provide facilitation and assistance with any of these problem solving tools. **Questions: citeam@atn.org.**

Advanced Geometric Dimensioning & Tolerancing (GD&T)

Covers advanced topics of Geometric Dimensioning & Tolerancing (GD&T). This advanced course provides a more in-depth study to help participants understand, interpret, and apply GD&T. It is based on the ASME Y14.5 standard. This course can be customized to a company using their internal drawings in examples/exercises.

Course Length	*24 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI010**

CI SOLUTIONS

Basic Blueprint Reading

Provides an introduction to technical drawing skills. It teaches the standards for creating a technical drawing and all the information provided in a drawing. Using practical blueprint reading exercises and print creation skills gives participants hands-on experience.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI008**

Basic Precision Measurement

Provides an introduction to precision measuring instruments. Different types of measuring instruments are used to check various features on parts.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI008**

CMM/Zeiss Calypso Basic Training

Covers basic concepts in the operation of Coordinate Measuring Machines (CMM). The course includes the use of Zeiss Calypso software or can be customized to include other software of popular CMMs.

Course Length	*24 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI010**

Introduction to Geometric Dimensioning & Tolerancing (GD&T)

Introduces Geometric Dimensioning & Tolerancing (GD&T). GD&T provides a set of standardized symbols to describe parts and relationships between features that are important for functionality. An understanding of GD&T is important in interpreting blueprints for design, production, and measurement.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI008**

Introduction to Seven "New" Quality Tools Basics

In the 1970s the Union of Japanese Scientists and Engineers collected a group of tools that would promote innovation, communication, and project planning. The tools are not really "new" and they are not really confined to "quality," but the name distinguishes them from the earlier Seven Basic Quality Tools. The newer tools are graphics-based and are more verbal than statistical. There are very few calculations involved. The expected benefit is a better understanding of an organization's processes so that decision-making is easier, and improvements may be attained.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI008**

Root Cause Analysis/Problem Solving Basics

Provides a chance to practice techniques that will enable participants to develop and implement permanent solutions to persistent problems. Participants dig down and discover the causes of problems, not symptoms. The course addresses the systematic way of troubleshooting a problem with techniques and tools that work for both individuals and teams. This course will provide individual exercises as well as a group hands-on simulation throughout the day.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	**CI008**

CI SOLUTIONS

CI Technical Assistance

Providing targeted support or solutions to a specific manufacture with a development need or problem.

Technical Assistance Solutions
Lean Sigma/Six Sigma Projects
Lean Sigma/Six Sigma Training Package
Management System Audit - AS 9100 (Onsite Audit)
Management System Audit - IATF 16949 (Onsite Audit)
Management System Audit - ISO 13485 (Onsite Audit)
Management System Audit - ISO 14001 (Onsite Audit)
Management System Audit - ISO 17025 (Onsite Audit)
Management System Audit - ISO 45001 (Onsite Audit)
Management System Audit - ISO 50001 (Onsite Audit)
Management System Audit - ISO 9001 (Onsite Audit)
Management System Audit - VDA 6.3 (Onsite Audit)
Management System Implementation Assistance - AS 9100
Management System Implementation Assistance - IATF 16949
Management System Implementation Assistance - ISO 13485
Management System Implementation Assistance - ISO 14001
Management System Implementation Assistance - ISO 17025
Management System Implementation Assistance - ISO 45001
Management System Implementation Assistance - ISO 50001
Management System Implementation Assistance - ISO 9001
Management System Implementation Assistance - VDA 6.3

Environmental

Caring for the environment and complying with both local and federal laws can often be challenging to navigate. At ATN, we have resources to help companies, either through classroom training and education, or through technical assistance such as coaching and facilitating your needs with required forms and documentation. Knowing the regulations that apply for ADEM and/or EPA at your facility is important for your business success, and ATN is here to support you. *(Spanish language instruction available – Instrucción en español disponible.)* **Questions: ehsteam@atn.org.**

Environmental Regulations Overview

Provides the participant with an overview of environmental regulations and permitting requirements, including obtaining permits, compliance, reporting, and training. Topics include air emissions, NPDES/Water discharges, RCRA (hazardous and universal waste), CERCLA, and EPCRA reporting (Tier II and Form R).

Course Length	*4 Hours*
Ideal Course Size	*20*
SOLUTION ID	**EHS004**

Resource Conservation & Recovery Act (RCRA)

Designed for those individuals tasked with managing hazardous waste and complying with generator status as defined by the Environmental Protection Agency (EPA), ensuring that the treatment, storage, and disposal of waste is handled properly within the regulatory requirements. This course also applies to those who handle hazardous waste for transportation purposes; transferring from the generator to the disposal facility.

Course Length	*4 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS015**

Resource Conservation & Recovery Act (RCRA) with DOT Hazmat

Designed for those individuals tasked with managing hazardous waste and complying with generator status as defined by the Environmental Protection Agency (EPA), ensuring that the treatment, storage, and disposal of waste is handled properly within the regulatory requirements. This course also applies to those who handle hazardous waste for transportation purposes; transferring from the generator to the disposal facility. This course meets the requirements of the Department of Transportation's 49 CFR 172.704(c)(2) standard, with the focus on providing a hazmat employee with the general provisions of the regulations so that each hazmat employee can recognize and identify hazardous materials, having the knowledge about the specific requirements as they relate to their job functions. In addition, emergency response information, self-protection measures, and accident prevention methods and procedures are discussed. All persons who handle, prepare for shipment, complete documentation, and/or sign the paperwork, or have a responsibility for the hazmat safety of individuals must be trained according to these standards.

Course Length	*8 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS016**

EHS SOLUTIONS

Health & Safety

There are many laws, standards, guidelines, and best practices surrounding health and safety in the workplace, including OSHA, NIOSH, ANSI, and many more. Our knowledge base and skills span from classroom training to technical assistance to consultation and support surrounding circumstances that may pose significant difficulties. ATN cares for the health and safety of every worker and are here to support you. **Questions: ehsteam@atn.org.**

Aerial Lift Operator

Focusing on safe operations of scissor lifts and articulated lifts, including the proper use of personal fall protection systems, proper use of signal persons, and how to respond to emergency situations. Includes both classroom and hands-on training.

Course Length	*8 Hours*
Ideal Course Size	*20*
SOLUTION ID	**EHS001**

Asbestos (O&M)

Appropriate regulatory documentation to conduct a 2-hour Asbestos Awareness and 14-hour Operations and Maintenance (16 hours total) training course. The course and qualified instructor(s) will be in accordance with EPA and AHERA guidelines as described in the model accreditation plan 40 CFR 763. This course provides instructor(s), instructional materials, hands-on training aids, and exams.

Course Length	*16 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS002**

Confined Space

Prepare workers to identify hazards & work safely in confined spaces & permit required confined spaces, focusing on atmospheric hazards, physical hazards, roles and responsibilities, proper use of equipment, and emergency response methods and techniques. Includes both classroom and hands-on training.

Course Length	*8 Hours*
Ideal Course Size	*20*
SOLUTION ID	**EHS016**

Control of Hazardous Energy - Lockout/Tagout

Focuses on the regulatory requirements of controlling hazardous energies and protecting participants as they work with hazardous energies, as outlined in the requirements of OSHA's 29 CFR 1910.147. Includes both classroom and hands-on training.

Course Length	*4 Hours*
Ideal Course Size	*20*
SOLUTION ID	**EHS015**

DOT Hazmat

This course meets the requirements of the Department of Transportation's 49 CFR 172.704(c)(2) standard, with the focus on providing a hazmat employee with the general provisions of the regulations so that each hazmat employee can recognize and identify hazardous materials, having the knowledge about the specific requirements as they relate to their job functions. In addition, training is meant to provide a hazmat employee with emergency response information, self-protection measures, and accident prevention methods and procedures. All persons who handle, prepare for shipment, complete documentation, and/or sign the paperwork, or have a responsibility for the hazmat safety of individuals must be trained according to these standards. New hazmat participants must complete training within 90 days after employment or change in job function, and refresher training is required at a minimum every three years.

Course Length	*8 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS003**

Ergonomics

Includes classroom training to understand the various aspects of ergonomics and course activities to discover ways to apply knowledge to the workplace. The focus is on awareness of ergonomic tasks, hazards, safe workplace design methods, and techniques to perform proper ergonomic assessments.

Course Length	*8 Hours*
Ideal Course Size	*20*
SOLUTION ID	**EHS016**

Fall Protection & Walking Working Surface

The focus of this course is on requirements such as OSHA Standards and ANSI regulations, personal fall protection systems, an inspection of equipment, fall prevention methods, rescue techniques, working in aerial equipment, walking and working surfaces in various workplaces, ladders, stairs, and various other working from height topics. This course includes classroom and hands-on training.

Course Length	*8 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS016**

Hazard Recognition

Designed to be interactive, with participants joining others and forming teams to brainstorm ideas and solutions to some of the everyday problems found in business and industry in terms of occupational safety and health. With a focus on hazard awareness, hazard mitigation, and root cause analysis, participants will discover various means to correct issues and improve workplace safety culture.

Course Length	*8 Hours*
Ideal Course Size	*18*
SOLUTION ID	**EHS016**

EHS SOLUTIONS

HAZWOPER 24

This course meets the requirements of 29 CFR part 1910.120 by providing basic training for persons who respond to spills. Individuals trained to the technician level respond to the incident to plug, patch, or otherwise stop the release of the hazardous substance. Training at this level includes implementing the employer's emergency response plan, hazard and risk assessment techniques, basic chemical/toxicology terminology, behavior selection, use of proper personal protective equipment/respirators, containment and confinement operations, and decontamination-termination procedures. The minimum course size for HAZWOPER 24 is five people.

Course Length	*24 Hours*
Ideal Course Size	*15*
SOLUTION ID	**EHS005**

HAZWOPER 40

Provides participants an opportunity to learn basic skills and knowledge about protecting the health and safety of personnel working with hazardous waste and hazardous waste site work. Recognition and control of hazards at the site are presented through illustrated lectures and small group activities. The intended audience for this course includes hazardous waste site workers, supervisors, consultants, engineers, regulators, municipal and corporate officials, environmental technology participants, and other personnel required to have 40 hour initial training in accordance with 29 CFR 1910.120. The minimum course size for HAZWOPER 40 is five people.

Course Length	*40 Hours*
Ideal Course Size	*15*
SOLUTION ID	**EHS006**

HAZWOPER Awareness & Operations

Focused on first responders trained to the operations level as described in 29 CFR 1910.120 (q)(6)(ii). Operations level responders are individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposure. First responders at the operational level are required to have at least eight hours of training and experience to objectively demonstrate competency in the course topics.

Course Length	*8 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS007**

HAZWOPER Refresher

Designed for participants that have already taken the HAZWOPER 40 or HAZWOPER 24 course and wish to maintain their HAZWOPER training status/certification. The HAZWOPER refresher course is required each year under the provisions of 29 CFR 1910.120, OSHA's standard which regulates hazardous waste operations and emergency response. All major topics covered in the original training will be reviewed. In addition, new regulations and environmental laws pertaining to hazardous waste operations and emergency response will be introduced.

Course Length	*8 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS008**

Incident Command

This course meets the requirements of 29 CFR part 1910.120 by providing incident command training for those who manage and oversee emergency response incidents. This course provides participants with the background and development of Incident Command Systems (ICS). The Incident Command System is the standard for emergency management across the country and is designed to be interdisciplinary and organizationally flexible. The course also goes into the application of ICS and its role as a key feature of the National Incident Management System (NIMS). NIMS provides a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents. This course is not only NIMS compliant but is designed to meet the mandate of Homeland Security Presidential Directive-5 (HSPD-5) directed by the Secretary of Homeland Security to develop and administer a National Incident Management System.

Course Length	*8 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS016**

Introduction to Industrial Hygiene

This course includes classroom training and workshop activities to educate participants on the importance of industrial hygiene in the workplace, techniques to improve industrial hygiene in the workplace, the regulatory requirements with which compliance is required, and best practices among industry.

Course Length	*4 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS008**

Kirkwood HAZWOPER 8 - Refresher (Online)

Based on the same instruction concepts and designed for the same target audience as our HAZWOPER Refresher course, this self-paced, online training is offered through our partnership with the Kirkwood Community College. This course is designed for individuals who have already successfully completed either the HAZWOPER 24 or HAZWOPER 40 course. The HAZWOPER Refresher course is an annual requirement to maintain HAZWOPER Responder status as defined by 29 CFR 1910.120. The course is open-entry, open-exit, meaning that an individual can begin the course whenever they choose and complete the course at their own pace. The course consists of online text, exercises, self-grading quizzes, and a final exam, in order to receive a certificate. Participants will need to complete all lesson quizzes and lesson finals at 70% or above before taking the final exam. In addition, your final exam score must also be 70% or above.

Course Length	*8 Hours*
Ideal Course Size	*N/A*
SOLUTION ID	**EHS020**

EHS SOLUTIONS

Kirkwood HAZWOPER 24 (Hybrid)

Based on the same instruction concepts and designed for the same target audience as our HAZWOPER 24 course, this self-paced, online training is offered through our partnership with the Kirkwood Community College. The course is open-entry, open-exit, meaning that an individual can begin the course whenever they choose and complete the course at their own pace. The course consists of online text, exercises, self-grading quizzes, a final exam, and a requirement to attend hands-on training with an ATN instructor, in order to receive a certificate. Trainees will need to complete all lesson quizzes and lesson finals at 70% or above before taking the final exam. In addition, your final exam score must also be 70% or above. Participants must complete all online instruction and successfully complete all quizzes and the final exam prior to attending the hands-on training with an ATN instructor.

Course Length	*24 Hours*
Ideal Course Size	*N/A*
SOLUTION ID	**EHS021**

Kirkwood HAZWOPER 40 (Hybrid)

Based on the same instruction concepts and designed for the same target audience as our HAZWOPER 40 course, this self-paced, online training is offered through our partnership with the Kirkwood Community College. The course is open-entry, open-exit, meaning that an individual can begin the course whenever they choose and complete the course at their own pace. The course consists of online text, exercises, self-grading quizzes, a final exam, and a requirement to attend hands-on training with an ATN instructor, in order to receive a certificate. Trainees will need to complete all lesson quizzes and lesson finals at 70% or above before taking the final exam. In addition, your final exam score must also be 70% or above. Participants must complete all online instruction and successfully complete all quizzes and the final exam prior to attending the hands-on training with an ATN instructor.

Course Length	*40 Hours*
Ideal Course Size	*N/A*
SOLUTION ID	**EHS021**

Mobile Equipment

Designed for those individuals who operate pieces of mobile equipment not defined as Powered Industrial Trucks: skid steers, tractors, front-end loaders, and others, based on the specifics and operations of the pieces of equipment on site at a particular facility. Applicable OSHA and ANSI standards will be covered, as well as specifics as required by the manufacturer of those pieces of equipment.

Course Length	*8 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS016**

OSHA 10 - Construction

Developed by the U.S. Department of Labor to provide an overview of OSHA's construction safety and health standards to construction workers, supervisors, and other personnel involved in construction related activities. This course is designed to teach workers about their rights, employer responsibilities, as well as how to identify, abate, avoid, and prevent job related hazards. This training course will be administered by instructors that are authorized through the OSHA Outreach Training Program. Each participant will receive an OSHA 10 hour card from the Department of Labor upon completion of the course. Training will cover information set forth by standard OSHA safety and health guidelines and regulations.

Course Length	*10 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS010**

OSHA 10 - General Industry

Designed to increase your employee's and supervisors' awareness of the OSHA rules and regulations that apply to them. This 10 hour course provides an overview of OSHA's 29 CFR General Industry Standards and details the applicable safety and health regulations to the affected participants of your facility. This training course will be administered by instructors that are authorized through the OSHA Outreach Training Program. Each participant will receive an OSHA 10 hour certification card from the Department of Labor upon completion of the course.

Course Length	*10 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS011**

OSHA 30 - Construction

Expands the scope of the 10 hour certification and includes more hands-on exercises on related topics. This course is designed to increase your employee's and supervisors' knowledge of the OSHA rules and regulations that apply to them. This 30 hour course provides a comprehensive, in-depth look at OSHA's 29 CFR Construction Industry Standards and details the applicable safety and health regulations to the affected participants. This training course will be administered by qualified instructors that are authorized through the OSHA Outreach Training Program. Each participant will receive an OSHA 30 hour certification card from the Department of Labor upon completion of the course.

Course Length	*30 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS012**

EHS SOLUTIONS

OSHA 30 - General Industry

Expands the scope of the 10 hour certification and includes more hands-on exercises on related topics. This course is designed to increase your employee's and supervisors' knowledge of the OSHA rules and regulations that apply to them. This 30 hour course provides a comprehensive, in-depth look at OSHA's 29 CFR General Industry Standards and details the applicable safety and health regulations to the affected participants of your facility. This training course will be administered by qualified instructors that are authorized through the OSHA Outreach Training Program. Each participant will receive an OSHA 30 hour certification card from the Department of Labor upon completion of the course.

Course Length	*30 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS013**

Overhead Crane

Comprised of both classroom and hands-on training is designed for those individuals tasked with operating overhead cranes, including bridge, gantry, and jib cranes. The course focuses on the requirements set forth in 29 CFR 1910.179, OSHA's Overhead and Gantry Cranes regulation, as well as 29 CFR 1910.184, OSHA's Slings regulation, focusing on the rigging associated with crane operations.

Course Length	*8 Hours*
Ideal Course Size	*20*
SOLUTION ID	**EHS016**

Powered Industrial Trucks

Designed to provide both classroom and hands-on training for powered industrial truck (forklift) operators. The focus of this course is on safe operations, working environments, and equipment inspections, while understanding and complying with the regulatory requirements of OSHA, ANSI, and other relevant bodies, as well as instituting best practices among industries.

Course Length	*8 Hours*
Ideal Course Size	*20*
SOLUTION ID	**EHS014**

Roadway Safety & Temporary Work Zones

Designed for those individuals tasked with working in roadway construction areas and temporary work zones. Such work zones present many challenges to those workers tasked with working around vehicular traffic, industrial equipment, pedestrian traffic, and many other items that lead to distractions, risk-taking, and undesired incidents. Understanding the potential hazards and associated risks, with methods to mitigate those hazards and control those risks, is a key focus to ensure the participant is adequately prepared to work in temporary work zones.

Course Length	*8 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS016**

Safety Intervention & Assertiveness

When supervisors and opinion leaders in organizations infrequently or inconsistently address unsafe behavior, it leads participants to believe that formal safety standards: 1) are not highly valued, 2) are not genuinely expected to adhere to them. In short, the low frequency of safety interventions in the workplace contributes to a culture in which participants are not positively influenced to work safely. In turn, unsafe operations are not stopped, and the safety culture is diminished.

In order to avoid a safety culture that is failing, the focus must be towards determining reasons people commit unsafe acts, including human error, motivation, and ability. The intervention process is vital, as is the proper behavior for assertiveness. Proper communication and conversation are key elements to master, and there are tools that every person needs to make necessary changes.

Safety Intervention and Assertiveness is about taking that next step to improve your safety culture, mitigating hazards and managing risks, and working together to empower people to own safety and safe work practices.

Course Length	*8 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS016**

Safety Leadership

An effective and thriving culture with true Safety Leadership depends on a shift. This shift in mindset and daily activities allows organizations to bridge the gap from the current state and take safety culture to the next level. This shift requires intentional effort to establish expectations, conduct effective training, and understand human performance within the organization. A safety culture and established programs must also be employee-owned, which is grown through fostering employee ownership and mutual value creation and accountability. An effective safety culture requires and depends upon a true partnership between all levels of the organization. This training focuses on these key elements to provide the tools to create and strengthen effective Safety Leadership and a healthy human and organizational performance culture.

Course Length	*8 Hours*
Ideal Course Size	*20*
SOLUTION ID	**EHS016**

Scaffolding Safety

Working from scaffolding is a common task in construction activities; however, incidents and workplace accidents are also common with scaffolding use. Falling while working from height continues to be a leading cause of injuries and fatalities in the construction industry; therefore, fall-related focus is essential when working from platforms such as scaffolding. This course is designed for those individuals tasked with working on or assembling scaffolding for construction activities. Understanding the regulatory requirements and best practices with scaffolding is stressed so that hazards can be identified and eliminated, with risks mitigated and controlled. This course focuses on ensuring participants have the best resources to combat workplace activities plagued with high-risk tasks.

Course Length	*4 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS016**

EHS SOLUTIONS

Trenching & Excavating Safety

Designed for those individuals tasked with working in trenches and excavations. Cave-in avoidance, proper sloping, proper shoring, mobile equipment safety, and many other items are needed to ensure individuals remain safe while working in these areas. Successful completion of this course will equip those individuals with the needed education and understanding to eliminate those hazards and mitigate the associated risks of trenching and excavation operations.

Course Length	*8 Hours*
Ideal Course Size	*25*
SOLUTION ID	**EHS016**

EHS Technical Assistance

Providing targeted support or solutions to a specific manufacture with a development need or problem.

Technical Assistance Solutions
EHS Compliance Assessments
Environmental Permitting & Reporting (Air, Land, Water, RCRA, SARA Title III, Form R Reporting)
Ergonomics Assessment
Hazard Assessment
Industrial Hygiene Analysis
Lockout/Tagout Assistance
Written Program Assistance

Automation

Our automation solutions cover a wide spectrum of training and technical assistance in PLCs, robotics, and the information technology components used to connect these systems together to control your process and collect information. **Questions: imtteam@atn.org.**

Allen Bradley ControlLogix PLC Training - Intro

Introduces programmable logic controllers (PLCs). This course explains the components of a PLC system along with project organization and execution. It covers tags, communications, basic programming instructions, and troubleshooting. Participants use ControlLogix processors and Studio 5000 software.

Course Length	*32 Hours*
Ideal Course Size	*10*
SOLUTION ID	IMT016

Allen Bradley ControlLogix PLC & Troubleshooting

Introduces programmable logic controllers (PLCs). This course explains the components of a PLC system along with project organization and execution. It deals with communications and creating projects, tags, and instructions. It includes maintenance and troubleshooting of the whole PLC system along with Remote I/O and advanced topics. Participants use ControlLogix processors and Studio 5000 software.

Course Length	*40 Hours*
Ideal Course Size	*10*
SOLUTION ID	IMT017

Allen Bradley SLC 500 - Intro

Introduces programmable logic controllers (PLCs). This course explains the components of a PLC system along with numbering systems and fundamentals of logic. It covers communications, basic programming instructions, and troubleshooting. Participants use the SLC 500 processors and RS Logix 500 software.

Course Length	*24 Hours*
Ideal Course Size	*10*
SOLUTION ID	IMT015

Fanuc Robotics Programming & Operations

Introduces the FANUC robot and how to use the teach pendant for this robot. The course covers safety, powering up and jogging the robot, understanding the teach pendant, how to teach points, and touch up points. This course also covers frames, creating programs, I/O devices, programming statements, registers, plus a whole lot more. Participants use FANUC cert series robots.

Course Length	*32 Hours*
Ideal Course Size	*10*
SOLUTION ID	IMT019

IMT SOLUTIONS

Industrial Networks with Cybersecurity

Introductory course on basic-level industrial networking. This course is focused on TCP/IP and the Allen Bradley Stratix line of switches. Participants will learn network topology, limits of ethernet, cable construction, troubleshooting techniques, and Stratix Switch configuration. Students will also be introduced to cybersecurity concerns, terms, and applications for industrial control systems.

Course Length	*8 Hours*
Ideal Course Size	*10*
SOLUTION ID	**IMT022**

Siemens S7 - 300 PLC - Intro

Introduces the Siemens SIMATIC S7-300 controller and explains the different components of the system. This course includes basic ladder logic instructions and how they are used and programmed. It shows how to configure the PG/PC Interface. It also teaches how to use programming software to obtain information from the process and from the PLC itself. It gives general guidelines on troubleshooting and maintaining a PLC system. The course emphasizes hands-on laboratory exercises using Siemens SIMATIC S7-300 controller and the Step 7 Software. Each participant will be encouraged to purchase the following textbook if they want supplementary information following the course: Automating with Step 7 in LAD and FBD by Hans Berger - ISBN 978-3-89578-410-1.

Course Length	*40 Hours*
Ideal Course Size	*10*
SOLUTION ID	**IMT017**

Siemens TIA Portal with HMI

Introduces the Siemens SIMATIC S7-300 controller and explains the different components of the system. This course includes basic ladder logic instructions and how they are used and programmed. It shows how to configure the PG/PC Interface. It also teaches how to use programming software to obtain information from the process and from the PLC itself. It gives general guidelines on troubleshooting and maintaining a PLC system. It also shows how to edit an existing HMI system. The course emphasizes hands-on laboratory exercises using Siemens SIMATIC S7-300 controller, Siemens HMI, and the TIA Portal Software. Each participant will be encouraged to purchase the following textbook if they want supplementary information following the course: Automating with SIMATIC S7-300 inside TIA Portal by Hans Berger - ISBN 978-3-89578-443-9.

Course Length	*40 Hours*
Ideal Course Size	*10*
SOLUTION ID	**IMT017**

Basic Maintenance Skills

Our basic maintenance skills solutions would be beneficial to anyone in the maintenance field. Our training covers shop math, problem solving, and we offer a tiered "Certified Maintenance Technician" program. **Questions: imtteam@atn.org.**

International Maintenance Institute - Certified Maintenance Tech Program

In the CMT program, a participant who endeavors to be a Millwright will learn basic maintenance concepts. There are 3 levels with successful completion of each level exam required to be eligible to enter the next level. The course covers the following: Reading blueprints, schematics and symbols, using math in the plant and taking measurements, metals and nonmetals, using hand tools and power tools, industrial safety and health, developing troubleshooting skills, force and motion, basic mechanics, bearings, shaft seals, lubrication, mechanical drive systems, piping systems and pumps, hydraulics and pneumatics, industrial rigging and equipment installation, welding, electricity and electronics, electrical safety and measuring instruments, single phase motors, three phase motors, AC control equipment, and basic electrical troubleshooting. This program includes some hands-on applications based upon participants needs.

Course Length	*640 Hours*
Ideal Course Size	*12*
SOLUTION ID	**IMT006**

Root Cause for Maintenance - Problem Solving

The course will give participants a chance to develop and implement permanent solutions to persistent machine failures and problems. The course will help maintenance personnel more quickly discover the true causes, not the symptoms, of failures. Also, the training addresses a systematic way of troubleshooting a problem with practical techniques and tools that work. This course will provide individual exercises as well as group activities throughout the day for the participants.

Course Length	*8 Hours*
Ideal Course Size	*16*
SOLUTION ID	**IMT020**

Shop Math

The course provides a review and practical application of mathematical concepts, particularly as they are used in the trades.

Course Length	*8 Hours*
Ideal Course Size	*20*
SOLUTION ID	**IMT022**

IMT SOLUTIONS

Electrical

Our electrical solutions deal with topics that would be beneficial to someone in the electrical maintenance field. Our solutions range from electrical fundamentals to instrumentation and as well as other electrical topics. **Questions: imtteam@atn.org.**

Electrical Fundamentals

Provides a basic study of electricity, starting with electron theory and going thru single-phase connections. This course is intended as a starting point covering the fundamentals of electricity and use of a multimeter. The course involves multiple labs dealing with but not limited to the following: Series and parallel circuits, switches and relays, current, voltage, resistance measurements, and amp clamp use.

Course Length	*16 Hours*
Ideal Course Size	*12*
SOLUTION ID	**IMT002**

Electrical Motor Controls

While mainly a hands-on course with the participants wiring common motor control circuits; the lectures cover differences in construction, overcurrent protection schemes, and installation techniques. Topics include motor control symbols, motor control diagrams, magnetic motor starters, overload protection, start-stop control, jogging control, and variable frequency drives (VFD). The participants will learn to understand, wire, and troubleshoot using motor control prints.

Course Length	*24 Hours*
Ideal Course Size	*10*
SOLUTION ID	**IMT003**

Industrial Electricity Fundamentals

Covering common electrical systems found in manufacturing and industrial settings this course provides a more advanced study of DC and AC electrical concepts and principles with an emphasis on 3-phase power. This course covers transformers, capacitor banks, motor operations, motor feeder, branch circuits, and NEC codes. Note: Knowledge or completion of a basic electrical course is a requirement.

Course Length	*24 Hours*
Ideal Course Size	*12*
SOLUTION ID	**IMT004**

NFPA 70E: Standard for Electrical Safety in the Workplace

Discusses the hazards of working on or near live electrical parts or conductors and how participants must protect themselves from shock, arc-flash, and arc-blast if exposed to live electrical parts or conductors.

Course Length	*4 Hours*
Ideal Course Size	*25*
SOLUTION ID	**IMT013**

Instrumentation

Our instrumentation solution would be beneficial to companies in the instrumentation field. Our training solution covers introduction to instrumentation, along with flow, level, and temperature measurement. **Questions: imtteam@atn.org.**

Instrumentation Fundamentals

Course Length	*40 Hours*
Ideal Course Size	*6*
SOLUTION ID	**IMT007**

Instrumentation Fundamentals will provide participants with a review of process instrumentation including symbols, terminologies, and technologies needed to work in the field. The course will explore the common terms and types of drawings used in instrumentation. Participants will be exposed to common definitions, signals, P&ID's, loop sheets, basic types of instruments, and the basics of control loops. Understanding a loop, P&ID, and basic wiring techniques will be covered along with how instruments communicate.

Basic flow process measurement will provide participants with an understanding of flow loop and P&ID and basic wiring techniques will be covered along with how instruments communicate. Participants will be exposed to hands-on training utilizing differential pressure transmitters for Venturi tube, Pitot tube, orifice plate, and rotameter, Coriolis flow transmitters, electromagnetic flow transmitters, vortex flow transmitters, ultrasonic flow transmitters, and control valves.

Basic level instrumentation process measurement will provide participants with an understanding of level loop, P&ID, and basic wiring techniques will be covered along with how instruments communicate. Participants will be exposed to hands-on training utilizing a process column/tank.

Basic pressure instrumentation process measurement will provide participants with an understanding of pressure loop, P&ID, and basic wiring techniques will be covered along with how instruments communicate. Participants will be exposed to hands-on training utilizing pressure gauges, differential pressure transmitters, valves, and pressure drops across valves.

Basic temperature instrumentation process measurement will provide participants with an understanding of temperature loop, P&ID, and basic wiring techniques will be covered along with how instruments communicate. Participants will be exposed to hands-on training utilizing a thermocouple, RTD, and a temperature transmitter supporting the HART communication protocol.

The course will be a combination of classroom and hands-on training utilizing the ATN Instrumentation Mobile Training Unit with a working process with online instrumentation and controls. All transmitters are Endress Hauser and support the HART communication protocol. This course includes HART communications basics.

IMT SOLUTIONS

Machining

Our machining solutions cover training that involves CNC and manual machining. It also involves topics that cover the setup, tooling, and the CAD/CAM that work side by side with the machining. **Questions: imtteam@atn.org.**

CAD/CAM (Creo Parameric, Solid Works, Surfcam, Mastercam)

For Creo and SolidWorks, the course provides an introduction to 3D modeling. Topics include datums, creating sketches and solid features. For Mastercam and SURFCAM topics include importing geometry, creating new geometry, generating toolpaths, and verifying paths.

Course Length	*40 Hours*
Ideal Course Size	*12*
SOLUTION ID	**IMT010**

CNC Machining

Provides an introduction to CNC machining, mills, and/or lathes. Topics include safety, tooling, control features, offsets, loading, and running programs. Common codes and how to write simple programs are also included.

Course Length	*40 Hours*
Ideal Course Size	*8*
SOLUTION ID	**IMT010**

CNC Setup

Provides training on how to successfully setup a CNC machine. Topics include safety, how to setup and load tools, how to set tool offsets and work offsets, how to load a program, and prove out the program to verify it is safe for production.

Course Length	*16 Hours*
Ideal Course Size	*8*
SOLUTION ID	**IMT009**

Machining Tooling

Provides an introduction to machine tooling. Different types of tools for lathes and mills are discussed and their uses. Indexable insert nomenclature is also discussed.

Course Length	*8 Hours*
Ideal Course Size	*10*
SOLUTION ID	**IMT008**

Manual Machining

Provides an introduction to manual machining with mills and/or lathes. Topics include safety, tooling types, and setting up the machine. For the mill the operations include squaring the head, setting up the vice, squaring up a blank, milling feature such as pockets and slots, drilling, and tapping holes. For the lathe the operations include indicating a part in a four-jaw chuck, facing the part, turning the outside diameter, threading, drilling, and boring internal diameters.

Course Length	*40 Hours*
Ideal Course Size	*8*
SOLUTION ID	**IMT010**

Mechanical

Our mechanical solutions that would be beneficial to someone in the mechanical maintenance field. Our solutions cover hydraulics, pneumatics, mechanical drives, and other mechanical topics. **Questions: imtteam@atn.org.**

Bearing Selection & Lubrication

Provides an introduction to bearings and lubrication. Activities will include identifying bearing types and their application, bearing installation, and removal. Additional topics include lubrication intervals, bearing life expectancies, and failure mode identification.

Course Length	*8 Hours*
Ideal Course Size	*12*
SOLUTION ID	**IMT001**

Belt/Chain Drive Systems

Provides fundamentals and practical application of belt and chain drive systems. Topics include types of belts and chains, how they are used, sizes, and terminology. This course covers proper installation, inspection, and failure diagnosis. The course also introduces taper-locks and quick disassembly bushings and the proper usage.

Course Length	*8 Hours*
Ideal Course Size	*12*
SOLUTION ID	**IMT011**

Gear Drive Systems

Provides fundamentals and practical application of gear drive systems. Topics include gear types and their usage, installation and adjustment, inspection, and preventive maintenance.

Course Length	*8 Hours*
Ideal Course Size	*9*
SOLUTION ID	**IMT011**

IMT SOLUTIONS

Hydraulic - Advanced & Closed Loop

Participants will learn how to read and construct basic circuits using actual components. This course includes hydraulic safety, basic theory, and symbol reading. In troubleshooting, participants will learn how to correctly identify malfunctioning components in circuits.

Course Length	*32 Hours*
Ideal Course Size	*8*
SOLUTION ID	IMT005

Hydraulic Fundamentals & Troubleshooting

Provides the fundamental principles of hydraulics, hydraulic safety, and hydraulic troubleshooting. The course reinforces the principles with hands-on circuit building activities as well as troubleshooting activities. Using state-of-the-art trainers, participants are introduced to hydraulic system components and taught the proper and safe way to set up and troubleshoot these components.

Course Length	*40 Hours*
Ideal Course Size	*8*
SOLUTION ID	IMT005

Pipe Fitting

An introduction to piping and plumbing systems, fittings, components, and tools. Topics include fittings and components, tools, connection types, pipe threading, layout, determining the lengths for pipe sections, and tube bending.

Course Length	*8 Hours*
Ideal Course Size	*6*
SOLUTION ID	IMT014

Pneumatic Fundamentals

Participants will learn how to read and construct basic circuits using actual components. This course includes pneumatic safety, basic theory, and hands-on circuit development activities.

Course Length	*16 Hours*
Ideal Course Size	*8*
SOLUTION ID	IMT018

Pump Systems

Provides a broad overview of pump systems as well as in-depth information on operation and maintenance of pump systems. Topics include safety, pump basics and terminology, pump courseification, pump curves, pump seals, life expectancy, and maintenance.

Course Length	*16 Hours*
Ideal Course Size	*9*
SOLUTION ID	IMT023

Shaft Alignment

Participants will learn basic alignment, applications, techniques, and equipment used. In the lecture portion of the course, participants will learn about various couplings, problems they may encounter during alignment, and the different equipment they will use in the hands-on labs. Participants will use equipment such as straight edge, dial indicator, and lasers in the hands-on portion of the course.

Course Length	*8 Hours*
Ideal Course Size	*12*
SOLUTION ID	**IMT011**

IMT Technical Assistance

Providing targeted support or solutions to a specific manufacture with a development need or problem.

Technical Assistance Solutions
2D Drawings/3D Modeling
3D Parts Printing
Automation & Controls Services
Data Collection
Maintenance Assessment 4 Hour
Maintenance Assessment 8 Hour

LMD SOLUTIONS

Leadership & Management Development

Leadership is designed for anyone within the organization who wishes to improve their ability to inspire, coach, and work effectively with others. The typical course includes activities and/or assessments that promote interaction and team building. These training sessions benefit production leaders and administrative staff as well as the company's management team. **Questions: lmdteam@atn.org.**

Change and Uncertainty Management

Understand how to manage the effects of fear and uncertainty caused by change, to control the emotions, and resulting behaviors. Participants will explore techniques for coping and managing.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD001

Communication Effectiveness

Learn interpersonal and people management skills and how to understand how they are perceived by others. Learn how to speak honestly, effectively, and become conscious of body language and how to present themselves as powerful, caring, and focused individuals.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD001

Conflict Resolution

If you work with others, sooner or later you will almost inevitably face the need for conflict resolution. You may need to mediate a dispute between two members of your department, find yourself angered by something a colleague reportedly said about you in a meeting, or you may need to engage in conflict resolution with a client over a missed deadline. In organizations, conflict is inevitable and good conflict management tools are essential.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD001

Corrective Action

Participants will learn the most effective methods to handle corrective actions and what actions you should take as a supervisor. Participants will understand the appropriate time and ways to use corrective action. They will learn the types of corrective and disciplinary actions available to supervisors and understand the supervisor's responsibilities during the corrective process.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD001

Customer Service

What do customers want? What are customers entitled to? What are internal customers? How do I plan for good customer service? How do I deal with difficult customers? All of these questions are discussed and answered with practical guidelines for delivering quality customer service inside and outside the organizaiton.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD001**

Delegation

The ability to delegate is essential for effective team management. Participants will explore the benefits of investing in others through effective delegation. Delegation allows managers to achieve more by assigning specific tasks to the appropriate staff, while still being accountable for any outcome. The course provides participants with the necessary knowledge and skills to delegate tasks and responsibilities effectively. Participants explore the benefit of developing direct reports and to experience growth in delegations, reducing stress while improving time management, and ultimately increasing the effectiveness of the overall organization.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD001**

DiSC Personality Profile

Participants are assessed with a standarized instrument designed to help them realize how their behavior, and that of others, is largely based on individual personality types. DiSC provides feedback to help build productive relationships by developing effective communication, management, and leadership skills.

Course Length	*3 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD003**

Documentation

Participants learn that good documentation is key to creating a record of employment activity, including facts about incidences and actions taken by the employer and employee. They learn to develop and use written records as aids to future actions and to help future managers and HR with historical perspectives, audits, and legal claims.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD001**

LMD SOLUTIONS

Effective Interviewing Skills & Techniques

Interviewing is an important step in the employee selection process. If done effectively, the interview enables the employer to determine if an applicant's skills, experience, and personality meet the job's requirements. It also helps the employer assess the candidates knowledge, skills, abilities and whether an applicant would likely fit in with the corporate culture. It is not just the candidate who is being selected in the process. The candidate is also making a choice. Beyond the technical questions, a strategic mix of behavioral, situational, and career development interactions are evaluated. Participants interact in mock interviewing sessions applying methods and techniques learned.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD003**

Effective Meetings

Effective meetings help guide the efforts of participants and ensure strong communication throughout a company. Effective meetings address roadblocks, lead teams to better decisionmaking, give all team members a chance to be heard and feel included, and strengthen relationships between participants and managers. Participants explore tips to have an effective meeting by establishing clear objectives (CPO - Context, Purpose & Outcomes) and the necessity of planning, executing, and following up on actions to achieve specific results.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD003**

Emotional Intelligence

Emotional intelligence is a powerful component of effective leadership. It's the ability to recognize and positively manage emotions in yourself, others, and among groups. People with a high degree of emotional intelligence know what they're feeling, what their emotions mean, and how these emotions can affect other people. To successfully lead others requires building emotional intelligence. This skill, sometimes referred to as Emotional IQ, or EQ, is the ability to understand how and why people relate and react to situations the way they do. In this course, participants will learn about emotional intelligence and the common characteristics shared by emotionally intelligent leaders. Participants will learn about the value of emotions and how they affect working relationships. Participants will also learn how to develop personal emotional intelligence skills like self-awareness and self-regulation.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD001**

Generations on the Work Team

Participants learn that generations are shaped by history, events, technology, social changes, economic conditions, popular culture, etc. They learn to recognize different generational tendencies and how to manage them effectively.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD001

Harassment & Discrimination

Participants learn what constitutes harassment and discrimination in the workplace. They are shown types and examples, as well as who is protected and who is responsible. They will also learn the nuances of pertinent laws.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD001

Leadership In Your Own Space

Participants learn the traits of well-known leaders and explore leadership techniques, styles, and concepts. They learn key skills and how to set a long-term direction for becoming an effective leader

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD001

Leadership Series

Leadership Series is a 8 hour (3 module) series that is designed to provide basic management tools to supervisors and management that are new to their job and/or have not had the opportunity to benefit from formal training for developing their people skills and increasing their management potential. (Includes DiSC Profile, Effective Communication, and 2 Optional Modules.)

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD003

LMD Special Development Course (General)

Specific training requested by the client.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD001

LMD SOLUTIONS

LMD Special Development Course (General)

Specific training requested by the client.

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD003

LMD Special Development Course (General)

Specific training requested by the client.

Course Length	*8 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD004

Motivation and The Art of Influence

Leadership is a process whereby an individual influences a group of individuals to work toward the achievement of a common goal which they consider desirable. Thus, influence is key to successful leadership. Leaders need to sell ideas and motivate people to support and implement decisions. Successful leaders will often use their influence and persuasive skills to motivate their team members and ensure everyone is working toward the same vision.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD001

Problem Solving and Decision Making

Participants will explore techniques and skills for defining and discovering problems rather than symptoms. They will learn how to use the tools to manage a complex set of cognitive, physical, environmental components, and how to view the function as a process. They will learn a process for choosing between two or more alternatives and the best decision making models, types, and evaluation methods. Participants will learn ways to anticipate consequences and conduct a follow-up analyses.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	LMD001

Project Management

Participants learn the concepts and purposes of project management, and the proper application of skills, knowledge, tools, and techniques. They learn that the purpose of project management is prediction and prevention rather than reaction. Participants explore theories of "Triple Constraint of Scope" and "Time and Cost for Quality."

Course Length	*4 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD003**

Situational Leadership

Situational leadership means adapting your management style to each unique situation or task to meet the needs of the team or team members. Situational Leadership® is flexible. It adapts to the existing work environment and the needs of the organization. Situational Leadership® is not based on a specific skill of the leader; instead, they modify the style of management to suit the requirements of the organization. The course includes situational applications.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD001**

Strategic Management

Strategic management is the ongoing planning, monitoring, analysis and assessment of all necessities an organization needs to meet its goals and objectives. Changes in business environments will require organizations to constantly assess their strategies for success. The strategic management process helps organizations take stock of their present situation, chalk our strategies, deploy them and analyze the effectiveness of the implemented management strategies.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD001**

Supervising Former Peers

Designed to help newly promoted supervisors mange the task of supervising former peers. Once you gain the power to supervise your friends, the dynamics of the relationship have changed forever. Participants learn that they can be friendly; they can be human; they can be respectful, but in the end, a new relationship must be formed and adhered to.

Course Length	*2 Hours*
Ideal Course Size	*15*
SOLUTION ID	**LMD001**

LMD SOLUTIONS

Supervisory Coaching

This course provides you with basic supervision knowledge, skills, and competencies to become a more effective coach and assist you with managing employee relationships. Whether you are a beginner or have some experience in coaching, this course will equip you with the essential tools to guide and support individuals or teams towards their goals. You will learn various coaching techniques, delegation best practices and strategies for effective communication. Through exercises and activities, you will enhance your coaching abilities and gain the confidence to make a positive impact on others.

Course Length	***2 Hours***
Ideal Course Size	***15***
SOLUTION ID	**LMD001**

Time Management

Time management is crucial because it enables individuals to effectively allocate their time, maximixing productivity and achieveing goals by prioritizing tasks, setting realistic deadlines, and minimizing distractions, ultimatley leading to reduced stress, better work-life balance, and a greater sense of accomplishments, as it allows one to focus on what matters most and complete tasks efficiently rather than being overwhelmed by constant stream of respnsibilities.

Course Length	***2 Hours***
Ideal Course Size	***15***
SOLUTION ID	**LMD001**

LET US HELP YOU

MEASURE SUCCESS

Partner with ATN for a series of quick, impactful 1-hour learning sessions designed to equip your team with the resources needed to help you measure success.

Session Topics:

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- Introduction to ATN
- Leadership Management
- Supply Chain

LET'S MAKE **SUCCESS** YOUR STORY!

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