



Training Academy

Tailored training designed for your needs

Three unique virtual training courses are offered to CityWide Asset Manager (AM) users through the CityWide Software Training Academy. Each three-hour course is tailored to the experience level of the user and allows participants to learn directly from the Academy's expert trainers. AM New User Training focuses on getting new users up and running with CityWide AM. Two AM Advanced Training Courses are offered, with one focusing on the asset management features of the system and the other on its TCA features (the TCA course will also serve as year-end preparation for those in finance).



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psdrcs.com/software info@psdrcs.com 519.690.2565

Asset Manager (AM) Training Courses

COURSE AM1

AM New User Training

Learning Objectives:

- ✓ CityWide Administration - setting up classifications, new users, roles and permissions, databases, attributes
- ✓ Inventory and Data Management - customize inventory, searching and filtering, exporting, adding new assets, financial adjustments
- ✓ Upload Centre - using the upload centre for new acquisitions and adjustments, and asset sync
- ✓ Reporting - running financial reports like amortization and transaction reports

Course Dates:

- August 15th 9-12pm ET
- September 12th 1-4pm ET
- October 10th 9-12pm ET

Registration Fee:

\$495.00 per client - each client can select as many staff as they would like to join the virtual course.



Training Academy

What can CityWide AM do for my organization?

Asset Manager (AM) is the core module in CityWide's Enterprise Asset Management (EAM) System. It serves as one central asset database for all asset classes, providing users with a single corporate wide source for asset information. More than just an asset register, AM powers accurate and efficient financial reporting, along with sophisticated asset management functions, including lifecycle planning, risk management, levels of service, and decision optimization.



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COURSE AM2

AM Advanced Training: Asset Management Features & Reporting

Prerequisites:

Some working knowledge of CityWide (either through taking the new user training or using the system independently).

Learning Objectives:

- ✓ Replacement Costs - using CityWide's tools to update replacement cost, tips and tricks to quickly update multiple assets at once
- ✓ Condition Assessments - entering most up to date information, tips and tricks to quickly update multiple assets at once
- ✓ Asset Profiles - creating asset profiles for each asset class including custom risk profiles, lifecycle events, and strategies
- ✓ Managing and scheduling profiles at the asset level
- ✓ Reporting - running asset management reports like annual requirements and replacement profile reports, and levels of service reports like condition and risk reports

Course Dates:

- August 22nd 1-4pm ET
- September 19th 9-12pm ET
- October 17th 1-4pm ET

Registration Fee:

\$495.00 per client - each client can select as many staff as they would like to join the virtual course.



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AM Courses Client Rating*



*Rating based on client feedback surveys from past AM courses.



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COURSE AM3

AM Advanced Training: TCA Features (Year-end Entries) & Reporting

Prerequisites:

Some working knowledge of CityWide (either through taking the new user training or using the system independently).

Learning Objectives:

- ✓ Preparation - cleaning up and preparing your database for year-end entries
- ✓ Year-end Adjustments - completing YE adjustments including new acquisitions, full/partial disposals, additions, writedowns, transfers
- ✓ Upload Centre - tips and tricks on using the upload centre vs. manual entries
- ✓ Data Assurance and Reporting - running reports to verify and confirm data, and tips on how to update any misclassified assets or any incorrect data
- ✓ Year-end Entries Checklist - all participants receive a checklist to assist with YE entries

Course Dates:

- August 29th 9-12pm ET
- September 26th 1-4pm ET
- October 24th 9-12pm ET

Registration Fee:

\$495.00 per client - each client can select as many staff as they would like to join the virtual course.

Contact Us

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PSD is an industry leading research, consulting services and software solutions firm for enterprise asset management and budgeting. Our team consists of former local government executives, senior managers, and technical specialists with decades of hands-on experience in the fields of corporate services, public works, asset management and finance.

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