



SCANDINAVIAN ACADEMY
For Training and Development

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Course: Introduction to Computerized Maintenance Management Systems (CMMS)

Code	City	Hotel	Start	End	Price	Language - Hours
MA-921	Baku (Azerbaijan)	Hotel Meeting	2026-12-07	2026-12-11	5450 €	En - 25

General Introduction:

This course provides a comprehensive overview of Computerized Maintenance Management Systems (CMMS), focusing on how organizations can optimize maintenance operations using digital tools. Participants will explore how to plan, track, and manage maintenance activities effectively through CMMS software.

This beginner-level course introduces participants to the fundamentals of CMMS, with no prior experience required. It covers the basic structure, terminology, and functions of CMMS used in maintenance operations across industries.

General Objective:

Equip participants with the knowledge and practical skills needed to implement, operate, and optimize a CMMS to improve asset reliability, reduce downtime, and enhance maintenance efficiency.

Detailed Objectives:

- Understand the key concepts, components, and benefits of a CMMS.
- Navigate and operate core CMMS modules (assets, work orders, inventory, scheduling).
- Develop preventive maintenance schedules and track corrective maintenance.
- Analyze maintenance data and generate performance reports.



- Integrate CMMS with asset management and reliability strategies.
- Evaluate CMMS tools and choose suitable software for organizational needs.
- Apply CMMS practices in real-world scenarios and case studies.

Target Audience:

- Maintenance Managers and Engineers
- Plant and Facility Engineers
- Asset Management Professionals
- Technical Supervisors and Team Leaders
- IT personnel supporting maintenance departments

Course Outline:

Day 1: Introduction to CMMS

- Overview of CMMS and its evolution
- Benefits of digital maintenance management
- Key components and features of CMMS
- Comparison between CMMS, EAM, and ERP systems
- Common challenges and success factors

Day 2: System Modules and Core Functions

- Asset registration and hierarchy
- Creating and managing work orders
- Preventive vs corrective maintenance
- Spare parts and inventory management
- Work order lifecycle tracking



Day 3: Planning and Scheduling Maintenance

- Maintenance planning principles
- Calendar-based and meter-based scheduling
- Linking CMMS with equipment downtime data
- Managing maintenance backlogs
- Coordination with operations teams

Day 4: Performance Monitoring and Data Analytics

- Key Performance Indicators (KPIs) in maintenance
- MTTR, MTBF, equipment reliability metrics
- Report generation and dashboard tools
- Failure analysis and root cause tracking
- Using CMMS data for strategic decision-making

Day 5: System Implementation and Best Practices

- Steps to implement a CMMS successfully
- Data migration and integration issues
- User training and change management
- Real-life case studies from various industries
- Future trends: mobile CMMS, IoT integration, AI in maintenance



The Scandinavian Academy for Training and Development adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training and Development.

Program Timings:

- 9:00 AM to 2:00 PM in Arab cities.
- 10:00 AM to 3:00 PM in European and Asian cities.

The program includes:

- A daily Coffee Break provided during the sessions to ensure participants comfort.