

FIN 5 Training Agenda (7-day)

Pre-course Lessons

Before the Class Starts

Students must log into FINstitute.j2inn.com, go to the Technicians Class, and do Module 1 lessons in order to download the course materials, software load, and database resources. The software must be installed, licensed, and running. And, the proper database sources installed before the first live session begins.

Day 1

9:00am – 11:00am Live Session #1 (All times are U.S. Eastern Time Zone)

Welcome and Introductions

Ensure all students have software installed and running correctly,
General orientation of UI, Haystack tagging, and demonstration of New Project and Data Integration labs.

11:00am Student Self-Work

Students Complete all lesson in online Modules 2-5 and do Labs 1-8 in the Student Guide

Topics covered include:

- Creating a New Project
- Haystack Integration
- Point Libraries
- BACnet Integration
- Data Modeling
- Cloning Equipments
- Using Equipment Templates
- ahuRef tag

Day 2

9:00am – 11:00am Live Session #2

Answer any questions from lessons and labs in Modules 2-5.

Discuss and demonstrate Summaries, Point record tags, Command writeArray, Global Setpoint changes, Filters, and Batch Editing tags.

11:00am Student Self-Work

Students Complete all lesson in online Module 6 and do Lab 9 in the Student Guide

Topics covered include:

- Creating and Viewing Summaries
- Point Tags and the writeArray
- Global Setpoint Commands
- Using Filters and Batch Editing Tags

Day 3

9:00am – 11:00am Live Session #3

Answer any questions from lessons and labs in Module 6.

Discuss and demonstrate Logic Builder programs and the editor app. Explanation of programs as Bundles.

11:00am Student Self-Work

Students Complete all lesson in online Module 7 and do Labs 10-12 in the Student Guide

Topics covered include:

- Orientation to Logic Builder
- Block Library
- Program Variables and Bindings
- Programs as Bundles

Day 4

9:00am – 11:00am Live Session #4

Answer any questions from lessons and labs in Module 7.

Discuss and demonstrate Alarms, Emailing Alarms, Schedules, Histories, and Charting Histories.

11:00am Student Self-Work

Students Complete all lesson in online Modules 8-10 and do Labs 13-16 in the Student Guide

Topics covered include:

- Creating and Viewing Alarms
- Setting up Email for Alarm Reporting
- Creating and Editing Schedules
- Creating and Viewing Histories

Day 5

9:00am – 11:00am Live Session #5

Answer any questions from lessons and labs in Modules 8-10.

Discuss and demonstrate Graphic creation and editing.

Demo graphics for equips, floors, and sites. Show examples of using custom programs in graphics.

11:00am Student Self-Work

Students Complete all lesson in online Module 11 and do Labs 17-19 in the Student Guide

Topics covered include:

- Creating an AHU Graphic
- Creating a VAV Graphic

- **Creating a Floorplan Graphic**
- **Creating a Site Graphic**

Day 6

9:00am – 11:00am Live Session #6

Answer any questions from lessons and labs in Module 11.

Discuss and demonstrate Users and Security model, Database backups and restores, and general DB cleanup tools

11:00am Student Self-Work

Students Complete all lesson in online Modules 12-13 and do Lab 20 in the Student Guide

Topics covered include:

- **Creating and Editing Users**
- **Configuring App Permissions**
- **Creating and Using Security Categories with Actions**
- **Database Backups (Snapshots)**

Day 7

9:00am – 11:00am Live Session #7

Answer any questions from lessons and labs in Modules 12-13.

Discuss the requirements and resources for the Practical Application Lab (PAL)

Practical Application Lab

On Day 7, students are given a variety of source materials including site drawings, equipment lists, wiring diagrams, graphic files, templates, and point libraries. These resources are provided so that the student has everything they need to complete a real BACnet integration job.

The students will be expected to integrate live data and build equipment architecture, data modeling, graphics, schedules, alarms, logic, histories, and summaries. Students should be able to complete this entire job in approximately 4 hours.

Instructor will be available for assistance at specified times, so that the student will complete the class knowing that they have the requisite knowledge, skills, and tools to complete a real job.

Review and adjudication of the PAL

Once a Student has completed and uploaded their project snapshot, the Instructor will initiate an online live session with the student. In this one-on-one session, the Instructor will go over the PAL project with the student and cover any issues, misunderstandings, and achievements by the student. Once this is complete, the student will receive their Certificate validating their completion of the FIN Technicians Course.