



## UNITY™ LAB SERVICES CONTRACT BENEFITS

# FTIR Operator Training New Contract Entitlements

Optimization training ensures that on-site operators understand the system features and basic operation, including important operating precautions and potential safety hazards, and know where to look for training and reference information. Operator training is an important component of laboratory efficiency. We are happy to provide up to two hours of refresher training for new or existing instrument users during the annual Preventive Maintenance (PM) visit as part of your Extended Warranty or Support Plan contract.

Take advantage of this entitlement to educate your personnel in a face-to-face environment and ensure you are optimizing the functionality of your FTIR instrument. Contact your Field Engineer today to discuss which areas of training you are interested in.



### Operator training may cover the following areas:



1. Overview of product manuals and important content



2. Basic features of the spectrometer, including important operating precautions and safety hazards



3. Basic features of Thermo Scientific™ OMNIC™ software



4. Basic features of Thermo Scientific™ ValPro™ Qualification software



5. Basic features of Thermo Scientific™ TQ Analyst™ software, if applicable



6. Basic features of Thermo Scientific™ OMNIC™ DS software and Thermo Scientific Security Administration software, if applicable

# FTIR Operator Training

1



## Overview of Product Manuals

### Clarification on Key Elements in the Product Manuals

- Summarizing the information in the following system manuals:
  - Site preparation
  - Spectrometer safety
  - User guide or help system for the instrument
  - User guide or help system for the system software and any optional software
  - System qualification
- If OMNIC DS software is installed, providing an overview of its documentation.
- How to access electronic copies of OMNIC and OMNIC-related documents from the All Programs \ Thermo Scientific OMNIC \ Documentation group on the system computer.
- How to access electronic copies of the documents stored in ValPro Documents CD.
- Summarizing the information in any non-Thermo Scientific documents that are included with the system.



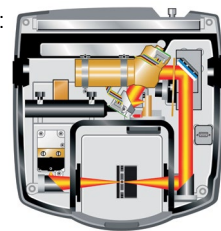
2



## Training for Basic Features of the Spectrometer

### Demonstration of the Various Parts of the Instrument

- This includes some or all of the following: power supply, main cover, status indicators, sample compartment, sample compartment cover, sample compartment sliding door, and sample holder. Pointing out the locations of the optical components, beam path and user-replaceable parts.
- Introduction to desiccant indicator and purge hardware. Pointing out the desiccant indicator and purge hardware if applicable.
- Key maintenance to keep instrument performing at highest level, including parts replacement, maintenance, ordering parts, optimization for system performance, spectral results and maximizing uptime and troubleshooting information.



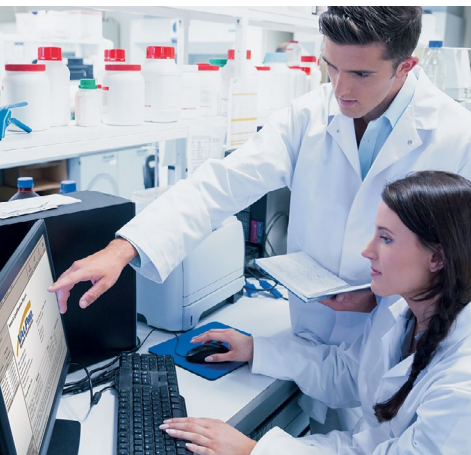
## 3



## Training for Basic Features of OMNIC Software

### Reviewing the Basic Features of OMNIC Software:

- How to start and exit OMNIC.  
If OMNIC DS is installed, explanation of the digital signature features of OMNIC.
- Explaining the basic features of Experiment Setup.  
How to align the instrument and how to open the default experiment file and the default configuration file.
  - Parameters included with experiment files
  - Library set-up and series
  - Saving the experiment
  - Showing the primary features of each menu
  - Instrument alignment
  - Default experiment file and default configuration file
  - Primary menu features
- Features of the viewfinder – roll, zoom, expand, contract the X-and Y-axis of displayed spectrum, box and click to expand a region, and double-click between the markers in the view finder to display the entire spectrum.
  - Help menu features
  - Advanced diagnostics
  - Introduction to e-learning at [www.thermofisher.com/ftirlearning](http://www.thermofisher.com/ftirlearning)



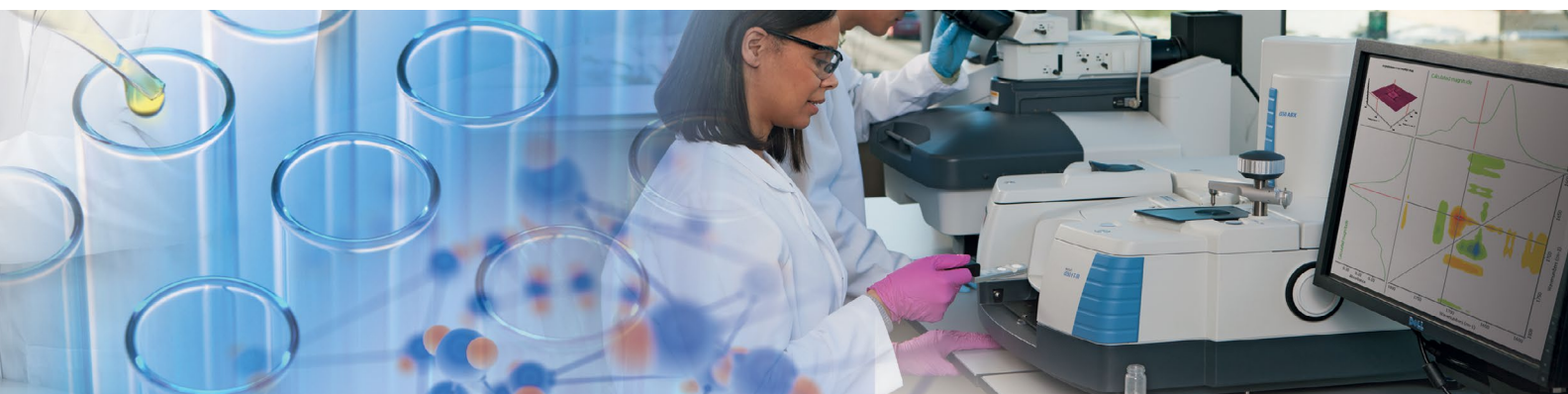
## 4



## Training for Basic Features of ValPro System Qualification Software

### Reviewing of the Basic Features of ValPro Qualification Software:

- Showing how to start and exit ValPro Qualification.
- Demonstration of how to set up and run a ValPro Qualification test.
- Viewing the qualification test results.
- Displaying and printing the qualification report.
- Help features (Help button in the main window).
- Qualification test troubleshooting.



5



## Training for Basic Features of TQ Analyst Software

### If TQ Analyst Software is Installed on the System Computer, Reviewing the Basic Features of TQ Analyst Software:

- Starting and exiting TQ Analyst software.
- Demonstrating the key features of TQ Analyst software.
- Navigating TQ Analyst Help menu.



6



## Training for the Basic Features of OMNIC DS Software

### If OMNIC DS Software is Installed on the System Computer, Reviewing the Basic Features of OMNIC DS Software:

- Starting and exiting the Security Administration software.
- Granting users access to Security Administration.
- Demonstrating how to give individual users or groups access to the protected features of OMNIC.
- Creating system policy groups for OMNIC and set system policies to control the use of OMNIC DS for individual users and groups.
- Setting up signature meanings for OMNIC users and groups.
- Setting file permissions for OMNIC users and groups to control which Windows® file operations can be performed by specified users.

For other valuable self help information, visit our e-learning site at [www.thermofisher.com/ftirlearning](http://www.thermofisher.com/ftirlearning)

## Global Service Solutions

[unitylabservices.com](http://unitylabservices.com)

©2016 Thermo Fisher Scientific Inc. All rights reserved. Windows is a registered trademark of Microsoft Corporation. All other trademarks are the property of Thermo Fisher Scientific and its subsidiaries. Please consult your local sales representative for details.

**Austria**  
unity.at@thermofisher.com

**Belgium**  
unity.bnl@thermofisher.com

**Canada**  
unity.ca@thermofisher.com

**Denmark**  
unity.dk@thermofisher.com

**Finland**  
unity.fi@thermofisher.com

**France**  
unity.fr@thermofisher.com

**Germany**  
unity.de@thermofisher.com

**Ireland**  
unity.ie@thermofisher.com

**Italy**  
unity.it@thermofisher.com

**Netherlands**  
unity.bnl@thermofisher.com

**Norway**  
unity.no@thermofisher.com

**Portugal**  
unity.pt@thermofisher.com

**Spain**  
unity.es@thermofisher.com

**Sweden**  
unity.se@thermofisher.com

**Switzerland**  
unity.ch@thermofisher.com

**UK**  
unity.uk@thermofisher.com

**USA**  
unity.usa@thermofisher.com

**unity** lab services  
by Thermo Fisher Scientific