MiTek Course Schedule January - April 2019

The following is a full list of training courses provided by MiTek. We will deliver scheduled in-house and online courses based on a minimum demand of five attendees.

We reserve the right to cancel scheduled **in-house courses** if the minimum demand of five attendees is not met and accordingly recommend that all booking for accommodation or flights are made on a flexible basis.

Those who have requested places on **online courses** will be contacted with the available delivery dates and the course will be then be added to the schedule when a minimum of five attendees have confirmed.

In-house courses are delivered at our training room facility in Dudley, using the current release version of the MiTek software. MiTek will provide computers, notepads, refreshments and lunch each day during the training. Customers are responsible for travel, lodging and other expenses.

Each course will begin at **9:00**am **prompt** and end at **5:00**pm. Courses are limited to 16 people to ensure that quality time is spent with each individual. The dress code during training courses is casual.

Online courses will be delivered via the internet using screen sharing software with verbal communications facilitated through a local rate conference call provider.
Please let us know if you have specific modular topics you wish us to consider for inclusion in these training sessions.

Prerequisites: These requirements for each course are there to ensure all attendees arrive with the same minimum level of understanding of the topics being covered, thus allowing the course program to be followed.

To request a place on a course please email or call Diane Pearson on 01384 – 451421 stating the course title and attendee name. If attendees have any special dietary requirements, please let Diane know when reserving places.

If there is a course that is required and not offered, please contact Culver Eddy at the MiTek office.

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In house courses

Introduction to Trusses:
Scope: This two-day course is an introduction to trussed rafters for beginners in the truss industry.
It is structured to suit both designers and estimators and is a prerequisite to the level one MiTek
Pamir course. A summary test is used to gauge the attendees understanding of the points covered.

Delivery:
On site - Employer led training kit with additional training and support provided on request.
In-house - This course will be added to the schedule relative to demand**.**

Prerequisites: None

Content:
- Introduction and objectives
- Basic roof construction principles
- What is a truss? – Understanding the product
- The advantages and applications of trussed rafters
- Basic truss design principals and terminology
- Practical limits and required information
- General overview of the EC5 truss design code
- Stress types and deflection
- Truss loading types, load cases and combinations
- Timber and plate design including splices.
- Bracing considerations and stress reversal
- Trigonometry refresher
- Understanding roof features
- Practical roof framing
- Roof scheduling
- Practical roofing considerations and common problems
- Project steps and design responsibility
- Reading working drawings
- The designers' checklist for processing a job from enquiry to order
- Course summary
- Summary Assessment Test

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Pamir Roof Level One:

Scope: This two-part introductory course, spread over 3 weeks is designed for those having little or no experience in running the MiTek software suite. Continuous assessment is used to gauge the attendees understanding of the points being covered.

Delivery: In-house

Prerequisites: Completion of the Introduction to Trusses course or a minimum of three months' prior hands on design experience.

Content: - Part 1 - This 3 day hands-on course takes the user through all of the key features within the Pamir Program.
- MBA, Navigation and control options
  - Linking from MBA, Understanding the user interface and using the control options.
- Full program overview
  - Building, surface and frame entry, 2D and 3D interaction, frame design and output.
- Layout view.
  - Building entry and modification
  - Surface entry and modification including raised ties and dormers
  - Automatic framing tools
  - Manual frame entry and modification
  - Attic roof entry with openings.
  - Creating section views to assist detailing and design.
- Frame view
  - Frame selection
  - Design principles and results.
  - Editing single and multiple frames for design and production.
  - Manual roof framing and reinforcement utilising 2D, 3D and frame view interactions.
- Adding ancillary items
  - Adding and modifying, automatic and manual bracing and metalwork.
- Creating output
  - Creating working drawings via templates
  - Adding details using general drawing tools.
    - Exporting from Pamir using a range of formats (PDF, DXF, DWG and viewer files).

1 - 2 weeks' onsite program usage - Minimum 8 hours' hands-on usage on the software.

Content: - Part 2 - Workshop Session (2 Days)
This two-day follow–up course is designed to expand each users' ongoing ability to use and understand the Pamir program, via a series of assisted exercises, supported question and answer sessions and feature demonstrations. A summary assessment is used to gauge the attendees' understanding of the program.

- Follow up training
  - Answers to feedback questions forwarded during week 2 onsite usage.
  - Tips, tools and did you know sessions
- Workshop sessions on live jobs
- Summary assessment

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Pamir Roof Level Two:

Scope: This is a two-day course for the intermediate to advanced truss designer who currently uses the MiTek Pamir software. The course is designed to increase productivity by covering a deeper range of program functions with particular attention being paid to set-up and advanced tools.

Delivery: In-house

Prerequisites: Minimum of six months' prior hands on experience using the MiTek Pamir software. Continuous assessment is used in place of a summary test to gauge the attendees' understanding of the points covered.

Content:
- Q& A session - Questions required 1 week prior to course.
- User controls and project setup
  - Getting the most out of the user interface
- Understanding and configuring the defaults
  - Customising the defaults and template setting to speed up job entry
  - Create default templates and fabricators for future projects.
- Drawing and modification tools
  - Utilising coordinate options
  - Use snap options to speed up building entry
  - Create buildings from PDF drawings
- Surface tools.
  - Roof insertion and profiling tools and options
  - Checking and modifying roof surfaces
- Layout framing tools
  - Exploiting automated framing tools and build options
  - Layout frame modification and labelling.
- Attic and raised tie framing.
  - Review automatic and manual room creation options.
  - Creating and managing openings.
  - Attic framing and cut attic considerations.
- Frame review, design and loading
  - Utilising checking and design options.
  - Fixing failures and understanding results.
  - Applying layout view and frame view loading.
- Standalone frame entry and frame modification.
  - Create and modifying standalone frames.
  - Creating abnormal shapes.
  - Editing frames for design and production.
- Working with ancillary items
  - Utilise bracing and metalwork options
- Review drawing tools
- Creating detailed output
  - Configuring layering, drawing templates, borders and notes to customise output
  - Using sections and bookmarks to create standard details.
  - Using viewports and schedules to enhance presentation.
- Exporting from Pamir
  - Generating drawing viewer and 3D output files

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Pamir Introduction for Posi:

Scope: This one-day introductory course caters for those having little or no experience in running the MiTek software suite. Its aim is to cover in general terms, all of aspects associated with using Pamir for detailing Posi Joist in floor situations. The course is delivered at a pace where no student is left behind therefore; existing intermediate to advanced Pamir users should not attend. Continuous assessment is used in place of a summary test to gauge the attendees understanding of the points covered**.**

Delivery: In-house

Prerequisites: Minimum of One months' prior hands on design experience.

Content:
- User interface and navigation
- Control, drawing and modification tools
- Project setup
- Building entry
- Floor surface and opening entry
- Posi frame entry and modification
- Posi frame design basics
- Creating output

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Pamir Posi 1 Day:

Scope: This one-day course is intended for users who are already familiar with the MiTek MBA and Pamir software. Its aim is to cover in general terms all aspects associated with the usage of Posi Joist in floor situations with coverage of only the specific software tools required. Continuous assessment is used in place of a summary test to gauge the attendees understanding of the points covered.

Delivery: In-house

Prerequisites: Minimum of three months' prior hands on experience using the Pamir software or successful completion of the Pamir Introduction for Posi course.

Content:
- Understanding the product
- Floor construction considerations
- Posi related project setup
- Software overview
- Building entry with associated floor surfaces
- Creating standard openings and framing openings for future lift shafts
- Using Interactive automatic framing with splits
- Adding and editing manual framing
- Changing end details and interior via the build and wall options
- Modify opening supports and framing
- Create edge framing (ring beams, rim boards, packers and noggins)
- Match webbing across joists
- Edit internal details and webbing for improved engineering
- Design joists and review the results
- Apply additional frame and layout manual loads
- Review additional loading to meet sound and fire proofing requirements
- Manually add ancillary items such as strong backs, partition and restraint noggins
- Review the Posi Joist manufacturing standard, output and installation options
- Posi specific engineering reports
- Using Posi in roof situations (time permitting)
- Tips, tools and did you know sessions

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Pamir Roof Refresher:

Scope: This is a two-day course for the more intermediate to advanced truss designer who, having historically attended the MiTek Pamir level one training course has subsequently not used the software. The course is designed to refresh the users understanding of the all program functions and tools.

Delivery: In-house

Prerequisites: Prior attendance of the Pamir Roof Level One course.

This course will be added to the schedule **on demand**

Content:
- Full program overview
  - Building, surface and frame entry, 2D and 3D interaction, frame design and output.
- Layout view.
  - Building entry and modification
  - Surface entry and modification including raised ties and dormers
  - Automatic framing tools
  - Manual frame entry and modification
  - Attic roof entry with openings.
  - Creating section views to assist detailing and design.
- Frame view
  - Frame selection
  - Design principles and results.
  - Editing single and multiple frames for design and production.
  - Manual roof framing and reinforcement utilising 2D, 3D and frame view interactions.
- Adding ancillary items
  - Adding and modifying, automatic and manual bracing and metalwork.
- Creating output
  - Creating working drawings via templates
  - Adding details using general drawing tools.
  - Exporting from Pamir using a range of formats (PDF, DXF, DWG and viewer files).

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<u>Online courses</u>

Pamir EC5 Design:
Scope: The aim of this short broad based online course (duration approx. 120 minutes) is to cover all of the setup and software related issues relative to EC5.

Delivery: Online

Prerequisites: A basic understanding of truss design and loading using the Pamir software.

This course may be scheduled or added to the schedule **on demand**

This course will be not be assessed due to online delivery.

Content:
- What is EC5
- EC5 Loading
- Manual loads application by load type using worked examples
- Pamir design results
- EC5 Calculations
- Selecting factored and unfactored reactions
- Additional information
- Q&A

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Where to Stay

The following is a list of accommodations and transportation services for the Birmingham-Dudley area. (Note: prices quoted are valid at this date and subject to availability).

The Village Hotel, Dudley
Tel: 01384 888830

£90.00 bed and breakfast for single occupancy (quote MiTek) includes use of leisure facilities (pool, gym, etc)

Copthorne Hotel, Merry Hill
Tel: 01384 482882

£97.50 bed and breakfast for single occupancy (quote MiTek) within walking distance to Merry Hill Shopping Centre

Premier Inn, Dudley
Tel: 0871 527 9420

From £59.00 per room per night, subject to availability (pre-payable) plus £5.25 for continental breakfast or £7.50 for full breakfast

Premier Inn, Kingswinford
Tel: 0871 527 8314

From £59.00 per room per night, subject to availability (pre-payable) plus £5.25 for continental breakfast or £7.50 for full breakfast

Travel Lodge, Dudley
Tel: 08719 846063

From £59.00 per room per night, subject to availability (pre-payable)

Travel Lodge, Kingswinford
Tel: 08715 591818

From £59.00 per room per night, subject to availability (pre-payable) (Harvester restaurant attached to hotel).

Taxi:

Waterfront Cars 01384 78781

Train:

New Street Birmingham to Dudley Port
For rail enquiries telephone 08457 484950

Bus:

Enquiries telephone 0121 200 2700

No 243 from Cradley Heath Station
No 243 or 247 from Travel Lodge
No 243 or 247 from Dudley
No 261 to Dudley from Travel Inn

MiTek Training Courses 2019

The following is a full list of training scheduled courses available at MiTek.

Jan 19
8 - 10 (Tue./Wed./Thur.) **Pamir Roof Level 1**
15 - 16 (Tue./Wed.) **Pamir Roof Level 2**
23 (Wed.) **Pamir Introduction for Posi**
24 (Thur.) **Posi 1 Day**
29 - 30 (Tue./Wed.) **Pamir Roof Level 1 – Workshop**

Feb 19
20 (Wed.) **Pamir Introduction for Posi**
21 (Thur.) **Posi 1 Day**
22 (Fri.) **Pamir EC5 Design - Online**

Mar 19
5 - 7 (Tue./Wed./Thur.) **Pamir Roof Level 1**
20 (Wed.) **Pamir Introduction for Posi**
21 (Thur.) **Posi 1 Day**
27 -28 (Wed/Thur.) **Pamir Roof Level 1 – Workshop**

Apr 19
10 - 11 (Wed./Thur.) **Pamir Roof Level 2**
17 (Wed.) **Pamir Introduction for Posi**
18 (Thur.) **Posi 1 Day**