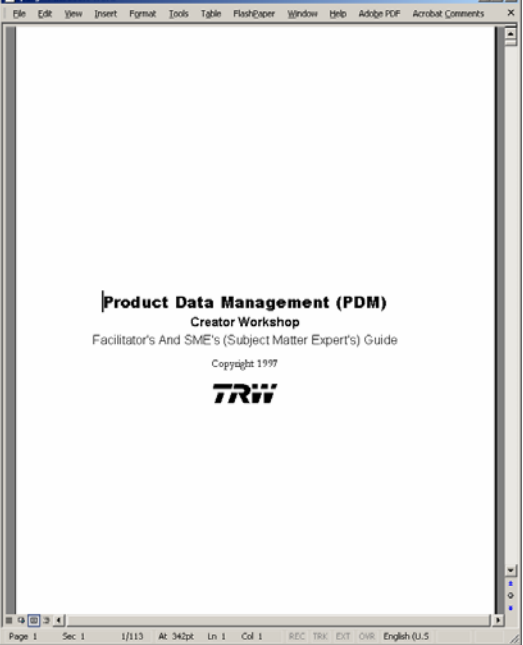


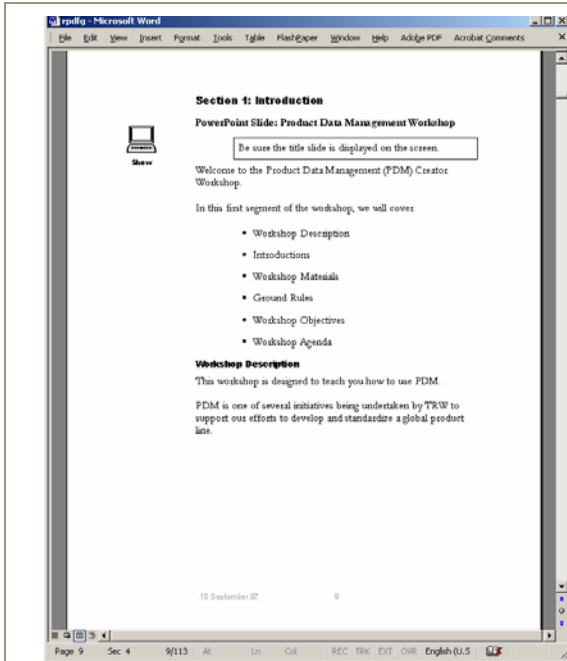
TRW Product Data Management (PDM) System

Developed For: The Emdicum Group, Inc.

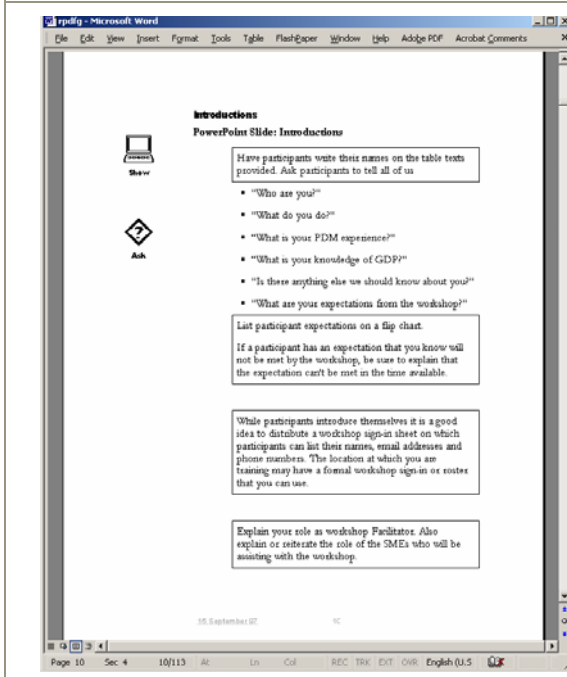
My Role: Instructional designer, writer, editor

Description: 2-day, case study-based workshop designed to be presented by a facilitator or subject matter expert (SME). For the facilitator, the workshop includes a Facilitator/SMEs Guide, a computer equipped with projection device for demonstrations, an optional PowerPoint presentation, and wall charts. For participants, it includes a Participant's Guide, a Quick Reference Guide, and a computer loaded with the latest PDM software. Both the facilitator/SME and participants complete the case study using a non-production database built specially for the training. Separate participant materials were designed for Data Creators and Data Users. Developed using Microsoft Word and PowerPoint.

	<p>The Facilitator's/SME's Guide enables the facilitator/SME to conduct the workshop.</p>
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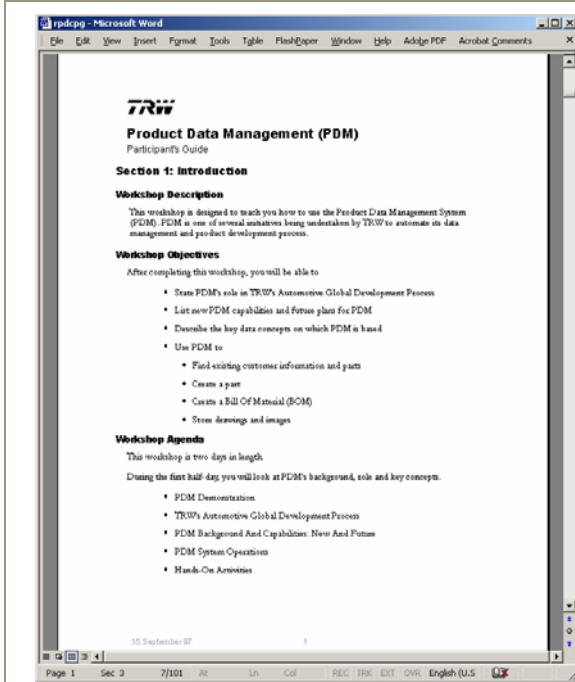


Icons in the margin make it easy for the facilitator to keep his or her place and determine what comes next.

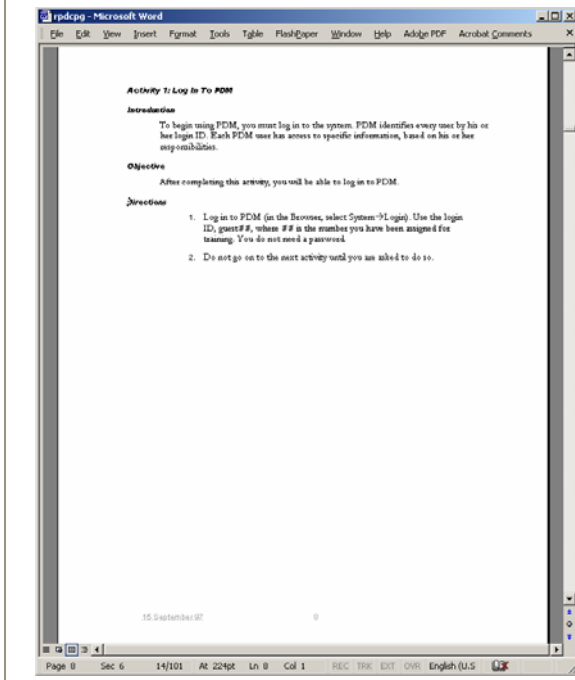


Unboxed text is semi-scripted.

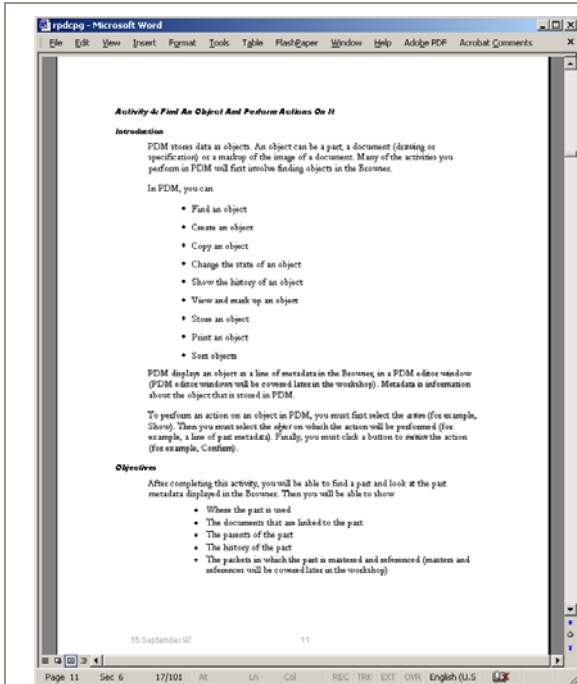
Boxed text tells the facilitator/SME what to do.



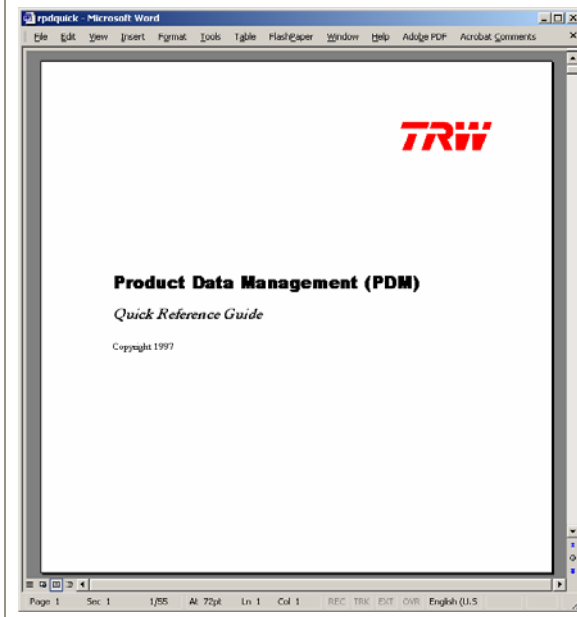
The **Participant's Guide** guides participants through the hands-on case study.



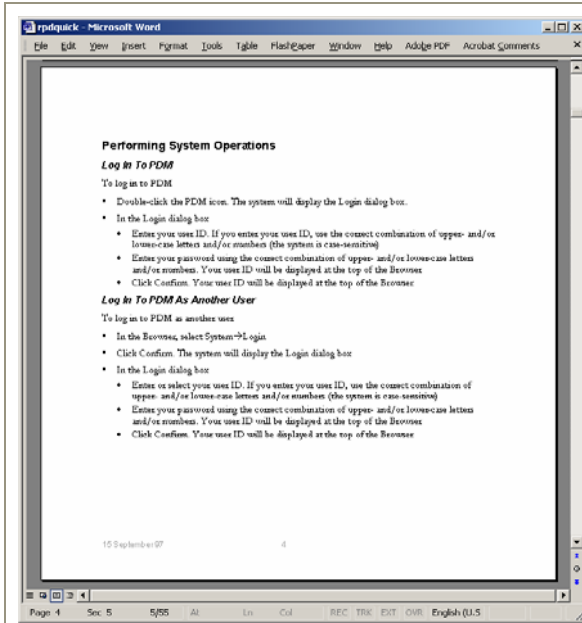
Step-by-step directions are provided for each activity.



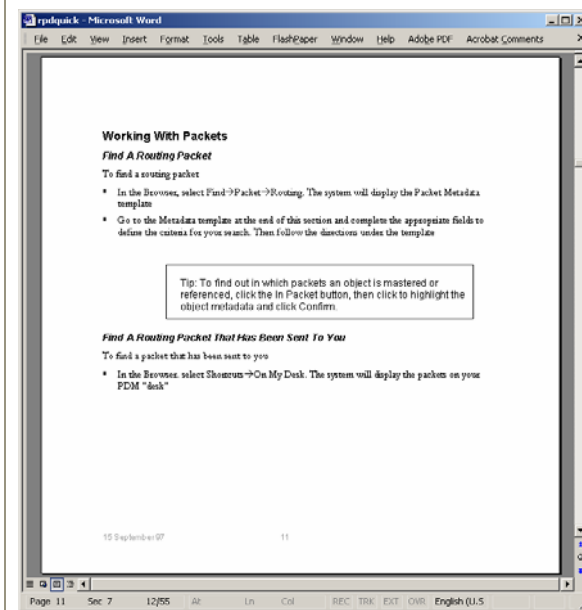
Where needed, **tutorial information** is also provided with the activity directions.



The **Quick Reference Guide** summarizes the step-by-step directions, and is designed to be used on the job.



Steps in each procedure are presented clearly and simply.



Helpful hints or key shortcuts are highlighted in a **Tip box**.

“Tip: To find out in which packets an object is mastered or referenced, click the In Packet button, then click to highlight the object metadata and click Confirm.”

(Image not available)

An optional **PowerPoint presentation** provides demonstration capability for facilitator/SME's who are unable to project a computer image.

(Image not available)

Wall Charts placed throughout the training area summarize the major concepts covered in the training:

- Automotive Global Development Process
- PDM Fundamentals
- Part-Centric System
- Part State Flow
- Document State Flow
- Activity Packet Routing
- Rules