



## **Training Syllabus OSPM-Admin for MapInfo**

This syllabus outlines the content of the two-day training course for OSPInSight's OSPM-Admin software program. Each training day is approximately eight hours in length including two fifteen minute breaks and one hour for lunch. This course provides database administrators and report managers instruction and experience in using OSPM-Admin.

We strongly recommend that you know the basics of your operating system: Windows 98, Windows 2000, Windows XP or Windows NT and that you be familiar with basic telecommunications terminology for outside plant installation. It is also helpful if you are familiar with the basics of navigating within the MapInfo environment.

### **Introducing OSPM-Admin an Overview of OSPInSight Product Integration**

A brief introduction to OSPM-Admin including an overview of OSPInSight Product Integration, information about customer support services, and introduction to Help and Windows Basics.

### **Getting Started**

Guide for installing and setting up OSPM-Admin and how to register the product.

### **OSPM-Admin View**

Introduction to the main OSPM-Admin View window, main menu, tree view, and reports.

### **Network Setup and Configuration**

You will learn how to set up and configure OSPM databases in OSPM-Admin, how to create new network databases, how to change passwords, how to add an existing network database to OSPM-Admin, and how to edit a network setup. You will also learn how to set up global network configurations including how to name objects, how to populate drop-down selection lists, how to set miscellaneous options, and define global passwords, and how to set display options.

### **OSPM-Admin Reports**

You will learn about the various OSPM Reports generated in OSPM-Admin.

### **OSPM-Integrity Check**

You will learn how to run the OSPM-Integrity Check, learn about the various Integrity check reports, and how to fix problems with your OSPM databases.

### **OSPM-Admin Tools**

You will learn about the OSPM-Admin Tools including Report Scheduler and the Database Export Utility.

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Advance Fiber Optics, Inc.  
871 West Robinson Drive  
North Salt Lake, Utah 84121  
Phone 801-936-0970  
Fax 801-936-0977  
info@advancefiber.com