

# Documentation and Training



**Provecta** has a strong reputation for providing high quality documentation for projects, maintenance, operation and training. Face-to-face training conducted for plant operators and technicians has often been acclaimed by recipients.

This achievement has resulted from **Provecta's** extensive experience in working alongside plant operation and maintenance personnel which enables an understanding of their requirements. This, combined with **Provecta's** knowledge of plant processes, control philosophies and operation, coupled with hands-on design and commissioning experience, has created a unique skill-set for delivering training and documentation services.

## Documentation

**Provecta** can provide the complete range of documentation required for process control and automation systems including:

- Databases for instruments and signals associated with control systems
- Auto-generation of instrument loop diagrams
- Electrical drawings (e.g. schematics)
- Operator training lecture material and interactive training software

- Control system operation and maintenance manuals
- Design standards, philosophies and descriptions (e.g. HMI displays, alarm systems).
- Control loop tuning procedures
- Commissioning test plans and check sheets
- Operational job sheets
- Alarm information including manuals and databases.

## Training

**Provecta** provide both standard training modules and customised on-premises training.

Training is delivered using modern techniques such as:

- PC based PowerPoint displays (with voiceover for future use)
- Interactive PC based questionnaires with auto-generated reports
- Dynamic simulations and display of control functions and responses
- Set up of remote terminals for actual plant display observation
- Video production for future use
- Small group problem-solving workshops
- Training forum facilitators.

Should you wish to discuss any aspects of documentation and training where **Provecta** will be able to assist you, please contact:



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