

# HBS Training Catalog



HONEYWELL BUILDING SOLUTIONS - AMERICAS  
TRAINING PROGRAM FOR CUSTOMERS

Performance-based Learning  
Solutions for Business Success

**Honeywell**



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## Introduction

# Global HBS Training Services: Performance-based Learning Solutions for Business Success

HBS Global Training Services is an organization that provides our customers with the best training experience in the industry. We pride ourselves in knowing exactly what you need to know to improve your operational efficiency and effectiveness on the job. A properly trained building operations professional is critical to the success of your business. Your success is our success. Period!

Our instructors include former expert field technicians and engineers who have successfully performed your job. You can be confident that the skills you learn will have immediate application to your work, which will lead to a rapid return on your investment.

Richard Braden  
Global Leader, Training and Development  
HBS Global Training Services

## Website Information

Honeywell HBS Customer Training website:

<https://hbsmicrosites.honeywell.com/Cultures/en-US/TrainingCenter/>

Note:

- You will need to setup a customer username and password for the Customer Training website to access the Honeywell Learning Hub for course information.
- All online eLearning courses are accessible for 90 days from the date of registration.

## Logistics

### Golden Valley Learning Center

1985 Douglas Drive North  
Golden Valley, MN 55422

115 Tabor Road  
Morris Plains, NJ 07950

### Meal Options

Continental breakfast, lunch and beverages are provided. Special dietary needs can be accommodated.

Hotel and Transportation Logistics Recommended  
hotel and transportation information will be emailed upon registration.

Contact us if you have questions

[ACSTraining@Honeywell.com](mailto:ACSTraining@Honeywell.com)

Morris Plains Learning Center





# Energy

Honeywell offers exciting energy training courses developed to expand your awareness of energy use and to make the most of the tools available in our training solutions. These include eLearning as well as instructor-led courses that are offered at our state-of-the-art training facility in Golden Valley. We have eLearning courses on topics including Energy Fundamentals, Energy Awareness for Commercial Buildings, and a Honeywell Energy Manager (HEM) software tutorial. If you are new to the energy field, or require a refresher, the eLearning courses are a great way to learn the concepts and terminology involved. If you are already familiar with Enterprise Buildings Integrator (EBI) and want to take the next step in controlling your energy spend using HEM, then the Honeywell Energy Manager software tutorial eLearning is a great place to start. For more in-depth knowledge on HEM, come to the instructor-led course at our Golden Valley facility.

## eLearning - Energy Fundamentals

Version	N/A
Delivery Type	Electronic
Length of Course	1.0 Hours
Attendee Profile	Anyone seeking introductory-level energy knowledge.
Prerequisite	N/A
Course Description	This eLearning course is an introduction of general energy concepts such as demand, consumption, sources of energy, greenhouse gases, phase shifting, and tariffs. The course can be used as an introduction course as well as a reference tool. Included is a brief quiz.
Learning Objectives	Upon completion of the course, the student will be able to define energy concepts common to the industry including: <ul style="list-style-type: none"> <li>• Demand</li> <li>• Consumption</li> <li>• Sources of energy</li> <li>• Greenhouse gases</li> <li>• Phase shifting</li> <li>• Tariffs</li> </ul>
Language	English

## Notes

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## eLearning - Energy Awareness for Commercial Buildings

Version	N/A
Delivery	Electronic
Length of Course	3.5 hours
Attendee Profile	Anyone seeking introductory-level energy knowledge with respect to commercial buildings.
Prerequisite	Energy Fundamentals eLearning course is strongly recommended.
Course Description	This course is intended to raise awareness of energy management concepts, and become better informed about energy concerns in commercial buildings. HVAC technicians will learn about energy impacts, how energy is used, and where there is loss in efficiency, so they can better identify energy-saving opportunities.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Discuss how energy is used for HVAC in a typical commercial building</li> <li>• Describe energy transfer and “waste” or loss of efficiency in HVAC system control loops</li> <li>• Explain impacts on energy costs in a commercial building</li> <li>• Explain principles and tools of efficient energy usage</li> </ul>
Language	English

## Notes

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## eLearning - Honeywell Energy Manager Software Tutorial

Version	N/A
Delivery	Electronic
Length of Course	8 hours
Attendee Profile	Persons responsible for managing all or part of a facility's energy use with HEM
Prerequisite	Students must have the following skills and coursework prior to taking this course: <ul style="list-style-type: none"> <li>• EBI Honeywell Building Manager Operator eLearning or EBI R410 Honeywell Building Manager Operator eLearning</li> <li>• HVAC knowledge</li> </ul>
Course Description	This eLearning course includes explanations of general energy concepts, and provides an overview of Honeywell Energy Manager basic architecture and functions. The course easily leads the user through navigating and using the software's many features such as creating reports and configuring energy tariffs and bills. It can be used as an introduction course as well as a reference tool for the experienced user. Included is a series of simulation style exercise to enable the user to practice the tasks.
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"> <li>• Define energy concepts common to the industry</li> <li>• Discuss the high-level system architecture of meters/EBI/HEM</li> <li>• Use Energy Builder to model an energy system</li> <li>• Use Rate Builder to model costs and generate tenant invoices</li> <li>• Use Excel pivot tables to generate reports for analysis</li> <li>• Configure Demand Management</li> <li>• Configure Web Reports</li> </ul>
Language	English

## Notes

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## Course - Honeywell Energy Manager End User Training

Version	N/A
Delivery	Instructor-led
Length of Course	3.0 days
Attendee Profile	End users who are responsible for day-to-day operations of the Energy Manager solution
Prerequisite	N/A
Course Description	This course provides the operation fundamentals of the Honeywell Energy Manager system. Participants will have hands-on lab experience to configure an Energy Model, define energy tariffs and customer utility billing, configure Demand Monitoring, Load Management and Reports.
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Define energy concepts common to the industry</li><li>• Discuss the high-level system architecture of meters/EBI/HEM</li><li>• Use Energy Builder to model an energy system</li><li>• Use Rate Builder to model costs and generate tenant invoices</li><li>• Use Excel pivot tables to generate reports for analysis</li><li>• Configure Demand Management</li><li>• Configure Web Reports</li></ul>
Language	English
Course Location	Golden Valley, MN

## Notes

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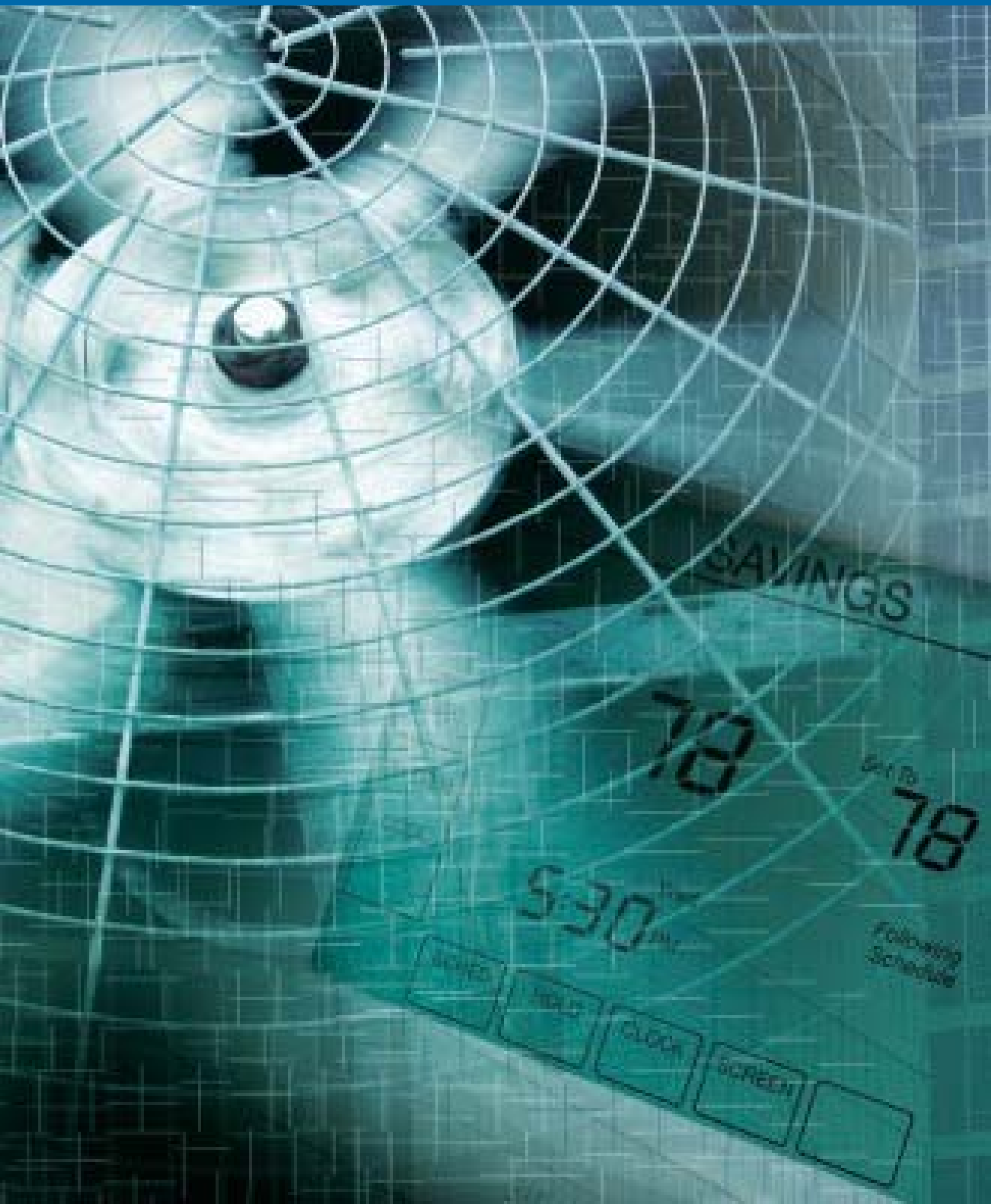
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# Heating, Ventilation and Air Conditioning

Honeywell offers a wide variety of HVAC training solutions that are available to Customers. Many training solutions we offer are a combination of online eLearning and instructor-led learning. Most of our courses can be taken in our state-of-the-art training facility in Golden Valley or we can come to you with our traveling equipment. We have standard solutions for Enterprise Buildings Integrator (EBI) ranging from basic operator learning to custom courses designed for specific requests.

## Course – ComfortPoint Open

Version	110.4
Delivery Type	Instructor-led
Length of Course	3 days
Attendee Profile	Users of the ComfortPoint Open application (CPO)
Prerequisite	<p>Students must have the following skills and coursework prior to taking this course:</p> <ul style="list-style-type: none"> <li>• Understanding of HVAC and Controls principles</li> <li>• Basic Microsoft Windows</li> <li>• CPO Pre-Course Study (supplied upon registration) <ul style="list-style-type: none"> <li>- Module 1 Controller Communications</li> <li>- Module 2 CPO-Studio Introduction</li> <li>- Module 4 CPO Controller Downloads</li> <li>- Module 5 CPO Commissioning Procedures</li> </ul> </li> </ul>
Course Description	This course will provide the skills necessary to produce a ComfortPoint Open project database from a provided sample specification. The student will learn how to modify code, install code and operate the system as requested.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Restore a backed up project</li> <li>• Replicate controllers and plants in the project</li> <li>• Add data points to a controller plant</li> <li>• Configure data shares in a project</li> <li>• Modify controller programming to meet a given specification</li> <li>• Add controller schedules to a project</li> <li>• Download project data to live controllers</li> <li>• Backup project data to a local custom library</li> </ul>
Language	English
Course Location	Remote site; Golden Valley, MN

## Notes

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## Course - CARE Fundamentals

Version	9
Delivery Type	Instructor-led
Length of Course	4.5 days
Attendee Profile	Users of the CARE application program for XL5000 C-Bus only controllers
Prerequisite	<p>Students must have the following skills and coursework prior to taking this course:</p> <ul style="list-style-type: none"> <li>• Controls background</li> <li>• Basic Microsoft Windows</li> <li>• CARE Fundamentals Pre-Course Study (supplied upon registration) <ul style="list-style-type: none"> <li>- Module 1 Excel5000 Hardware Overview</li> <li>- Module 2 CARE Overview</li> <li>- Online test</li> </ul> </li> </ul>
Course Description	This course will provide skills necessary to produce a C-Bus only CARE project database from a provided sample specification
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Describe the relationship between EBI, XI581/2 and CARE</li> <li>• Discuss the applications and functions of the CARE software suite</li> <li>• Explain the role of the CARE steps flowchart</li> <li>• Add and edit controllers, plants, schematics, data points, control strategy, switching logic and time programs</li> <li>• Produce documentation and use LiveCARE to determine the validity of the logic and syntax of a translated controller database</li> <li>• Use XLOnline to manage a controller database</li> </ul>
Language	English
Course Location	Virtual; Golden Valley, MN

## Notes

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## Course - CARE LON Engineering/Install

Version	9
Delivery Type	Instructor-led
Length of Course	4.5 days
Attendee Profile	Users responsible for the engineering, installation and maintenance of CARE projects with LON devices/controllers
Prerequisite	Students must take the following prior to this course: <ul style="list-style-type: none"> <li>15545 - CARE Fundamentals</li> </ul>
Course Description	This course will provide skills necessary to engineer a CARE Project with LON devices and do some basic troubleshooting with Excelon
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"> <li>Add Honeywell and non-Honeywell devices to a project</li> <li>Install Honeywell and non-Honeywell Plug-ins</li> <li>Create three types of bindings: one-to-one, one to many, and many-to-one with NV Booster</li> <li>Define the LON concepts: Last Wins, One Master, Send on Delta, and Metric-SI Based</li> <li>Commission LON devices</li> <li>Display a value from a bound network variable</li> <li>Create and manage an LNS database: synchronize, purchase credits, and recover credits</li> <li>Use the Sandbox function to modify a Lon Channel</li> <li>Monitor, test, and troubleshoot a TP/FT10 bus</li> <li>Configure and install a project and a hard-wired router</li> <li>Identify interface conventions for CARE/LON</li> </ul>
Language	English
Course Location	Virtual; Golden Valley, MN

## Notes

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## Course - Enterprise Buildings Integrator (EBI) Operator and Administrator HVAC

Version	R430
Delivery Type	Instructor-led
Length of Course	4.5 days
Attendee Profile	Enterprise Buildings Integrator system operators and administrators tasked with EXCEL 5000 HVAC systems
Prerequisite	Students must have basic computer user skills (Windows) prior to taking this course
Course Description	This course provides the student with the necessary knowledge to operate and Administer the EBI Building Manager software. Through the use of intensive hands-on lab exercises, participants build a specified HVAC project using pre-configured EXCEL 100/50 controllers.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Perform operator functions including logging in, navigation of Station displays, responding to alarms, running reports and controlling points</li> <li>• Perform administrator functions including adding operators, configuring event archiving, configuring responsibility profiles and configuring reports</li> <li>• Create custom displays that include objects connected to points in the EBI database</li> <li>• Create a facility model and assign points for data segregation</li> <li>• Configure and display historically trended information</li> <li>• Modify Excel 5000 time programs and configure global schedules</li> <li>• Back-up and restore an EBI system</li> </ul>
Language	English
Course Location	Golden Valley, MN; remote

## Notes

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## eLearning – Enterprise Building Integrator (EBI) R410 to R430 Differences

Version	R410 to R430
Delivery Type	Electronic
Length of Course	1 hour
Attendee Profile	Operators who are responsible for day-to-day operation of EBI Building Manager
Prerequisite	N/A
Course Description	
Learning Objectives	<p>Upon completion of this course, you'll be able to:</p> <ul style="list-style-type: none"><li>• Describe the process to create a global schedule using EBI R430's revised workflow</li><li>• Describe the process to create a new automation rule using EBI R430's Automation Engine</li><li>• Describe the process to configure a visitor asset for tracking in the EBI R430 Reception Manager</li><li>• Identify the primary enhancements to the EasyMobile™ interface</li><li>• Identify the two key sales drivers for upgrading existing R310 systems to R430</li></ul>
Language	English

## Notes

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## eLearning - EBI R430 Honeywell Building Manager (HVAC) Operator

Version	R430
Delivery Type	Electronic
Length of Course	3-4 hours
Attendee Profile	Operators who are responsible for day-to-day operation of EBI Building Manager
Prerequisite	N/A
Course Description	This course is designed to provide you with the skills you need to perform the basic operation functions of the Enterprise Buildings Integrator (EBI) R430 system
Learning Objectives	<p>Upon completion of this training, you'll be able to:</p> <ul style="list-style-type: none"> <li>• Log on to station</li> <li>• Identify the components of the station interface</li> <li>• Search for points in the system</li> <li>• Use point group display to view point group information</li> <li>• Create quick views and display quick lists</li> <li>• Create a trend set and modify the trend display</li> <li>• Identify and acknowledge a variety of alarms</li> <li>• View and edit events</li> <li>• Modify a global schedule</li> <li>• Generate a system report</li> <li>• View the status of system components</li> <li>• Manually control points to troubleshoot a problem</li> </ul>
Language	English

## Notes

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## eLearning - EBI R430 Honeywell Building Manager (HVAC) Administrator

Version	R430
Delivery Type	Electronic
Length of Course	6-7 hours
Attendee Profile	Persons responsible for administrative functions of EBI Building Manager
Prerequisite	Students must take EBI R430 Honeywell Building Manager (HVAC) Operator eLearning prior to taking this course
Course Description	This course is designed to provide you with the skills you need to perform the basic administration functions in the EBI R430 system
Learning Objectives	<p>Upon completion of this training, you'll be able to:</p> <ul style="list-style-type: none"> <li>• Discuss the EBI Architectural Overview</li> <li>• Configure station setup files</li> <li>• Discuss and view Enterprise Models</li> <li>• Configure standard and custom reports</li> <li>• Configure history collection</li> <li>• Create a quick list</li> <li>• Define the functions of PCMON points</li> <li>• Differentiate between Scan Task and Fire Point Server points</li> <li>• Create a system calendar and EBI system holidays</li> <li>• Describe the components of a global schedule</li> <li>• Describe global schedule component relationships,</li> <li>• Create a global schedule resource, a base schedule, and a calendar schedule</li> <li>• View the Facility model</li> <li>• Create an Organization model</li> <li>• Create an EBI Operator</li> <li>• Define Sign-On Administration method</li> <li>• Configure server-wide settings</li> <li>• Configure event archiving parameters</li> <li>• configure auto call-up of displays</li> <li>• Configure automation rules for cameras</li> <li>• Backup and restore system files</li> </ul>
Language	English

## Notes

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## eLearning - EBI R410 Honeywell Building Manager (HVAC) Operator

Version	R410
Delivery Type	Electronic
Length of Course	3-4 hours
Attendee Profile	Operators who are responsible for day-to-day operation of EBI Building Manager
Prerequisite	N/A
Course Description	This eLearning course is designed to quickly get EBI Building Manager (HVAC) software users up-to-speed on operator tasks
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Log-on to station using operator and station-based security</li> <li>• Identify the components of the station interface</li> <li>• Call up station displays</li> <li>• Identify and acknowledge a variety of alarms</li> <li>• View the event summary</li> <li>• Generate an event</li> <li>• Display system status information</li> <li>• Use the search function</li> <li>• Command point values and states</li> <li>• Request reports</li> <li>• Display point groups</li> <li>• Create quick views and quick lists</li> <li>• Display trend sets</li> <li>• Edit the message pad</li> <li>• Modify Excel 5000 time programs</li> </ul>
Language	English

## Notes

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## eLearning - EBI R410 Honeywell Building Manager (HVAC) Administrator

Version	R410
Delivery Type	Electronic
Length of Course	6-7 hours
Attendee Profile	Persons responsible for administrative functions of EBI Building Manager.
Prerequisite	Students must take EBI R410 Honeywell Building Manager (HVAC) Operator eLearning prior to taking this course.
Course Description	This eLearning course is designed to quickly get EBI Building Manager (HVAC) software users up-to-speed on administrator tasks.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Describe the structure of EBI in general terms</li> <li>• Modify station set-up files</li> <li>• Create components of the enterprise model</li> <li>• Modify station and operator security and logon parameters</li> <li>• Set event archiving history collection parameters</li> <li>• Create a point group</li> <li>• Create quick views and quick lists</li> <li>• Create all points, and alarm and event reports</li> <li>• Create custom reports</li> <li>• Request reports</li> <li>• Modify server-wide settings</li> <li>• Back up and restore system files</li> <li>• View and modify trends</li> <li>• Create global schedules</li> <li>• Modify Excel 5000 controller parameters</li> </ul>
Language	English

## Notes

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## eLearning - ComfortPoint Open Operator Course: Operator Basics

Version	N/A
Delivery Type	Electronic
Length of Course	30 minutes
Attendee Profile	Operators who are responsible for day-to-day operation of the ComfortPoint Open system
Prerequisite	N/A
Course Description	These courses are intended to teach operator-level tasks for the ComfortPoint Open Manager (CP-Open Manager) software
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Use Internet Explorer to log on to the CP-Open Manager System</li><li>• Navigate from the home display to an equipThe course includes a description of the different types of reports and the methods to run and print reports.</li><li>• Access the CP-Open Manager help documentation</li></ul>
Language	English
Other Information	Packaged as a bundle with System Operation and Understanding Reports

## Notes

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## eLearning - ComfortPoint Open Operator Course: System Operation

Version	N/A
Delivery Type	Electronic
Length of Course	45 minutes
Attendee Profile	Operators who are responsible for day-to-day operation of the ComfortPoint Open system
Prerequisite	N/A
Course Description	These courses are intended to teach operator-level tasks for the ComfortPoint Open Manager (CP-Open Manager) software
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Using the alarm summary display, acknowledge an active alarm</li><li>• Use the event summary to filter the system events</li><li>• Using an existing global schedule, modify start and stop times</li><li>• Modify a trend display to display additional historical data</li></ul>
Language	English
Other Information	Packaged as a bundle with Operator Basics and Understanding Reports

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## eLearning - ComfortPoint Open Operator Course: Understanding Reports

Version	N/A
Delivery Type	Electronic
Length of Course	30 minutes
Attendee Profile	Operators who are responsible for day-to-day operation of the ComfortPoint Open system
Prerequisite	N/A
Course Description	These courses are intended to teach operator-level tasks for the ComfortPoint Open Manager (CP-Open Manager) software.
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Name the three categories of CP-Open Manager reports</li><li>• Display and print an alarm report</li><li>• Export a displayed report to PDF file</li></ul>
Language	English
Other Information	Packaged as a bundle with Operator Basics and System Operation

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## eLearning - ComfortPoint Open Administrator Course: System Management

Version	N/A
Delivery Type	Electronic
Length of Course	45 minutes
Attendee Profile	Administrators who are responsible for administrator-level tasks for the ComfortPoint Open Manager Software
Prerequisite	N/A
Course Description	This course is intended to teach administrator-level tasks for the ComfortPoint Open Manager (CP-Open Manager) software
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Describe the basic structure of CP-Open Manager</li><li>• Add an operator to the CP-Open Manager system</li><li>• Modify the system so Operators can filter alarms and events</li><li>• Create a trend to display historical point data with events</li></ul>
Language	English
Other Information	Packaged as a bundle with Schedule Management, Data Management, Report Management and Troubleshooting

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## eLearning - ComfortPoint Open Administrator Course: Schedule Management

Version	N/A
Delivery Type	Electronic
Length of Course	30 minutes
Attendee Profile	Administrators who are responsible for administrator-level tasks for the ComfortPoint Open Manager Software
Prerequisite	N/A
Course Description	This course is intended to teach administrator-level tasks for the ComfortPoint Open Manager (CP-Open Manager) software
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Describe the components of a global schedule</li><li>• Add a global scheduling resource</li><li>• Define a global schedule</li><li>• Assign a calendar to a global schedule</li></ul>
Language	English
Other Information	Packaged as a bundle with System Management, Data Management, Report Management and Troubleshooting

## Notes

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## eLearning - ComfortPoint Open Administrator Course: Data Management

Version	N/A
Delivery Type	Electronic
Length of Course	30 minutes
Attendee Profile	Administrators who are responsible for administrator-level tasks for the ComfortPoint Open Manager Software
Prerequisite	N/A
Course Description	This course is intended to teach administrator-level tasks for the ComfortPoint Open Manager (CP-Open Manager) software
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Configure the system to automatically archive events every 2 months</li><li>• Use the event summary to filter the system events</li><li>• Using an existing global schedule, modify start and stop times</li><li>• Modify a trend display to display additional historical data</li></ul>
Language	English
Other Information	Packaged as a bundle with System Management, Schedule Management, Report Management and Troubleshooting

## Notes

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## eLearning - ComfortPoint Open Administrator Course: Report Management

Version	N/A
Delivery Type	Electronic
Length of Course	30 minutes
Attendee Profile	Administrators who are responsible for administrator-level tasks for the ComfortPoint Open Manager Software
Prerequisite	N/A
Course Description	This course is intended to teach administrator-level tasks for the ComfortPoint Open Manager (CP-Open Manager) software
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Configure a report to list the plant changes for a given time period</li><li>• Configure a report to run from a schedule</li><li>• Delete a previously run report</li></ul>
Language	English
Other Information	Packaged as a bundle with System Management, Schedule Management, Data Management and Troubleshooting

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## eLearning - ComfortPoint Open Administrator Course: Troubleshooting

Version	N/A
Delivery Type	Electronic
Length of Course	45 minutes
Attendee Profile	Administrators who are responsible for administrator-level tasks for the ComfortPoint Open Manager Software
Prerequisite	N/A
Course Description	This course is intended to teach administrator-level tasks for the ComfortPoint Open Manager (CP-Open Manager) software
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Display the status of all equipment in the system</li><li>• Display the status of all connected browsers</li><li>• Disable a point so that it no longer communicates with the system</li><li>• Disable all alarms for a single location</li><li>• Access the troubleshooting section of the help documentation</li></ul>
Language	English
Other Information	Packaged as a bundle with System Management, Schedule Management, Data Management and Report Management

## Notes

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## eLearning - ComfortPoint Operator

Version	N/A
Delivery Type	Electronic
Length of Course	2-3 hours
Attendee Profile	Operators who are responsible for day-to-day operation of the ComfortPoint system
Prerequisite	N/A
Course Description	This self-paced online course is designed to provide the skills to perform the basic operator functions of the ComfortPoint system
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Describe the basic architecture of a ComfortPoint system</li><li>• Log in to the ComfortPoint system</li><li>• Navigate the system using pre-engineered navigation files</li><li>• Control (override) points</li><li>• Configure a schedule to control equipment</li><li>• Access and manage alarms on the ComfortPoint system</li><li>• Locate and display trended historical point information</li></ul>
Language	English

## Notes

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## eLearning - ComfortPoint Administrator

Version	N/A
Delivery Type	Electronic
Length of Course	2-3 hours
Attendee Profile	Persons responsible for administrative functions of the ComfortPoint system
Prerequisite	N/A
Course Description	This self-paced online course is designed to provide the skills to perform the basic administrator functions of the ComfortPoint system
Learning Objectives	Upon completion of this course, the student will be able to: <ul style="list-style-type: none"><li>• Navigate the system using the navigation tree</li><li>• Add and configure schedules and calendars</li><li>• Add and configure point alarms</li><li>• Add and configure point history collection</li><li>• Create and configure navigation files</li><li>• Create and configure system users</li></ul>
Language	English

## Notes

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## Notes

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## Fire and Life Safety

For more than 50 years Honeywell has been a leader in technology and innovation in the Fire Alarm Industry. Our training solutions offer several Enterprise Buildings Integrator (EBI) courses including interaction with Fire Point Server controllers.

Whether your system incorporates the latest Fire Alarm technology or the “die hard” legacy controllers, Honeywell offers the right training to keep our customers up-to-date in the strict and changing Fire Alarm code environment. This critical training is available in convenient web-based electronic learning and hands-on instructor-led sessions. Students can attend classes at our training facilities or we can come to you with “on the road” training labs to provide the perfect fit for your schedule needs.

We can design custom training, providing the right balance of time and knowledge. Have you participated in some of our training in the past? Come back for a refresher course and test for yourself our new and improved features including UL864 9th Edition compliance, UL Fire Systems Network compliance, reports capabilities, graphics customization and more.



## Course - XLS3000/EBI Administrator

Version	R430
Delivery Type	Instructor-led
Length of Course	9.0 days
Attendee Profile	Persons responsible for the Installation, Operation, Programming and Networking of the XLS140-2 and XLS3000
Prerequisite	<ol style="list-style-type: none"> <li>1. All attendees must complete an online study program, available through the Learning Management System (LMS), which includes an end-of-program examination. The resultant score of that prerequisite online program will be incorporated into the attendee's final course grade.</li> <li>2. NICET level II certification or equivalent level of experience.</li> <li>3. Attendees must be employed by HBS or be employed by an End User (EU). A potential EU attendee must be sponsored by an HBS office.</li> <li>4. Computer Literacy.</li> </ol>
Course Description	This is a nine day program of instruction which encompasses training of the programming principles used to prepare the XLS140-2, XLS3000 and the Digital Voice Command (DVC) to specification.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Identify hardware components</li> <li>• Identify wiring style and Isolators functions</li> <li>• Execute a point to point wiring list of all the connections made to the XLS140-2/XLS3000 lab panels</li> <li>• Program Zone Associations</li> <li>• Execute Auto-Program procedure for XLS140-2/XLS3000</li> <li>• Program and identify the various stages of Releasing Action</li> <li>• Program Logic Equations</li> <li>• Identify steps and procedures required to install and maintain ECLIPSE devices (SMART)</li> <li>• Identify the DVC and DAL devices programming steps and procedures</li> <li>• Program the SCS-8 to operate in dedicated FSCS mode</li> </ul>
Language	English
Course Location	Jacksonville, FL; remote

## Notes

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## eLearning - EBI R430 Honeywell Life Safety Manager (Fire) Operator

Version	R430
Delivery Type	Electronic
Length of Course	3 hours
Attendee Profile	Operators who are responsible for day-to-day operation of EBI Life Safety (Fire) functions
Prerequisite	N/A
Course Description	This eLearning course is designed to quickly get EBI Life Safety Manager (Fire) software users up-to-speed on operator tasks
Learning Objectives	<p>Upon completion of this training, you'll be able to:</p> <ul style="list-style-type: none"> <li>• Log on to station</li> <li>• Identify the components of the station interface</li> <li>• Search for points in the system</li> <li>• Use point group display to view point group information</li> <li>• Create quick views and display quick lists</li> <li>• Create a trend set and modify the trend display</li> <li>• Identify and acknowledge a variety of alarms</li> <li>• View and edit events</li> <li>• Perform tasks on XLS3000 panels</li> <li>• Modify a global schedule</li> <li>• Generate a system report</li> <li>• View the status of system components</li> <li>• Manually control points to troubleshoot a problem</li> </ul>
Language	English

## Notes

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## eLearning - EBI R430 Honeywell Life Safety Manager (Fire) Administrator

Version	R430
Delivery Type	Electronic
Length of Course	5-6 hours
Attendee Profile	Persons responsible for administrative functions of EBI Life Safety Manager
Prerequisite	Students must take EBI R430 Honeywell Life Safety Manager (Fire) Operator eLearning prior to taking this course
Course Description	This eLearning course is designed to quickly get EBI Life Safety Manager (Fire) software users up-to-speed on administrator tasks.
Learning Objectives	<p>Upon completion of this training, you'll be able to:</p> <ul style="list-style-type: none"> <li>• Discuss the EBI Architectural Overview</li> <li>• Configure station setup files</li> <li>• Discuss and view Enterprise Models</li> <li>• Configure standard and custom reports</li> <li>• Configure history collection</li> <li>• Create a quick list</li> <li>• Define the functions of PCMON points</li> <li>• Differentiate between Scan Task and Fire Point Server points</li> <li>• Modify XLS3000 point labels</li> <li>• Create a system calendar and EBI system holidays</li> <li>• Describe the components of a global schedule</li> <li>• Describe global schedule component relationships,</li> <li>• Create a global schedule resource, a base schedule, and a calendar schedule</li> <li>• View the Facility model</li> <li>• Create an Organization model</li> <li>• Create an EBI Operator</li> <li>• Configure Integrated Security</li> <li>• Define Sign-On Administration method</li> <li>• Configure server-wide settings</li> <li>• Silence and reset the XLS3000 fire alarm panel</li> <li>• Configure event archiving parameters</li> <li>• Configure auto call-up of displays</li> <li>• Configure automation rules for cameras</li> <li>• Backup and restore system files</li> </ul>
Language	English

## Notes

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## eLearning - EBI R410 Honeywell Life Safety Manager (Fire) Operator

Version	R410
Delivery Type	Electronic
Length of Course	3 hours
Attendee Profile	Operators who are responsible for day-to-day operation of EBI Life Safety (Fire) functions
Prerequisite	N/A
Course Description	This eLearning course is designed to quickly get EBI Life Safety Manager (Fire) software users up-to-speed on operator tasks
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Logon to a station using operator and station-based security</li> <li>• Identify the components of the station interface</li> <li>• Call up station displays</li> <li>• Identify and acknowledge a variety of alarms</li> <li>• View event summary</li> <li>• Generate an event</li> <li>• Display system status information</li> <li>• Use the search function</li> <li>• Command point values and states</li> <li>• Request reports</li> <li>• Display point groups</li> <li>• Create quick views and quick lists</li> <li>• Display trend sets</li> <li>• Edit the message pad</li> </ul>
Language	English

## Notes

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## eLearning - EBI R410 Honeywell Life Safety Manager (Fire) Administrator

Version	R410
Delivery Type	Electronic
Length of Course	5-6 hours
Attendee Profile	Persons responsible for administrative functions of EBI Life Safety Manager
Prerequisite	Students must take EBI R410 Honeywell Life Safety Manager (Fire) Operator eLearning prior to taking this course
Course Description	This eLearning course is designed to quickly get EBI Life Safety Manager (Fire) software users up-to-speed on administrator tasks
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Describe the structure of EBI in general terms</li> <li>• Modify station set-up files</li> <li>• Create components of the enterprise model</li> <li>• Modify station and operator security and logon parameters</li> <li>• Set event archiving history collection parameters</li> <li>• Create point group</li> <li>• Create quick views and quick lists</li> <li>• Create all points, and alarm and event reports</li> <li>• Create custom reports</li> <li>• Request reports</li> <li>• Modify server-wide settings</li> <li>• Backup and restore system files</li> <li>• Describe differences between Scan Task and Fire Point Server</li> <li>• Define PCMon points</li> <li>• Explain NetMonI</li> <li>• Modify scan task and FPS alarm priorities</li> <li>• Modify point tables in station</li> </ul>
Language	English

## Notes

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## Notes

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## Windows, Networking and Wireless Fundamentals

Whether your Honeywell system incorporates HVAC, security, or fire, the common element they all share is Windows, Networking and Wireless. Honeywell offers online Windows, Networking and Wireless courses. You will learn and apply key concepts to sharing and securing Windows resources. On the networking side, you will learn the secrets of network cards, Ethernet, IP addressing, subnetting, and routing, to name a few. The wireless course provides an introduction to wireless networking technology and methods of securing wireless access to networks.

### eLearning - Networking Fundamentals

Version	N/A
Delivery Type	Electronic
Length of Course	1 Hour
Attendee Profile	Install and service technicians and customers who perform server installations, network configuration and troubleshooting.
Prerequisite	Students must have basic Microsoft Windows skills.
Course Description	During this course, you will learn the basic building blocks of networks, models that define networking, network addressing concepts and various troubleshooting approaches.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Identify the different types of networks</li> <li>• List the different network topologies</li> <li>• Describe the function of the various devices used in a network</li> <li>• Explain the common types of network media</li> <li>• Discuss the functions that protocols perform in network communications</li> <li>• List the advantages of using a layered model to describe network functionality</li> <li>• Discuss the role of each layer in the OSI and the TCP/IP network model</li> <li>• Describe the IPv4 address and how it is used in a network</li> <li>• Identify the role of the subnet mask in dividing networks into sub networks</li> <li>• Discuss the basic tools to troubleshoot most networking issues</li> <li>• Use IPCONFIG to find local network information</li> <li>• Determine the MAC address of the local and a remote computer</li> <li>• Determine the manufacturer of a network card</li> <li>• Perform a MAC address scan of a local subnet</li> </ul>
Language	English
Course Location	Online

## Notes

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## eLearning - Windows Fundamentals

Version	N/A
Delivery Type	Electronic
Length of Course	1 Hour
Attendee Profile	Install and service technicians and customers who perform server installations, network configuration and troubleshooting.
Prerequisite	Networking Fundamentals
Course Description	This online training will take you through basic terminology, concepts, and skills you need to understand various Windows functions used in EBI systems.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Access Windows services installed in your system</li> <li>• Start and stop a Windows service</li> <li>• Configure a Windows service</li> <li>• Identify the Windows services that apply to EBI</li> <li>• Explain how EBI use Internet Information Services (IIS)</li> <li>• Describe the purpose of virtual directories and name two virtual directories used in an EBI system</li> <li>• Configure Windows users and groups</li> <li>• Create a group and add users</li> <li>• Create and access a Share</li> <li>• Assign STS permissions to a share</li> <li>• Assign NTFS permissions to a folder</li> </ul>
Language	English
Course Location	Online

## Notes

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## eLearning - Wireless Fundamentals

Version	N/A
Delivery Type	Electronic
Length of Course	1 Hour
Attendee Profile	Install and service technicians and customers who perform server installations, network configuration and troubleshooting.
Prerequisite	Networking Fundamentals, Windows Fundamentals
Course Description	This online training will take you through basic terminology, concepts, and skills you need to understand how wireless communications work.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Describe the types of wireless networks</li> <li>• Explain the advantages and disadvantages of wireless networks</li> <li>• Identify the principles of a WLAN</li> <li>• List the basic components of a WLAN</li> <li>• Describe the different types of WLANs</li> <li>• Connect to an available wireless network</li> <li>• Define WLAN security passphrase</li> <li>• List the common types of attacks on a wireless network</li> <li>• Describe the concept of wireless security</li> <li>• Explain the essential countermeasures to reduce security risks</li> </ul>
Language	English
Course Location	Online

## Notes

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# Security

Make the most of your security investment and increase the efficiency and confidence of your operators and administrators with comprehensive training. Depending on the level of training you require, there are options available to meet your needs. We have online eLearning for operator or administrator tasks. You can attend hands-on operator and administrator training at our facility in Golden Valley, Minnesota or make arrangements to receive training at your location. Training includes navigation through an Enterprise Buildings Integrator (EBI) system, where you will acknowledge alarms and create reports. You will also create access rights for Temaline and IdentIPoint systems, create custom displays or even customize the cardholder database. If your system includes Digital Video Manager (DVM), you will navigate to cameras to view video, create recordings or configure Video Analytics (motion detection). We look forward to working with you.

## Course - EBI Security Operator and Administrator

Version	R430
Delivery Type	Instructor-led
Length of Course	4.0 days
Attendee Profile	Enterprise Buildings Integrator system administrators tasked with maintaining access control, custom displays, and backup
Prerequisite	Students must have a working knowledge of Windows and networking
Course Description	This course provides the implementation and operation fundamentals of the EBI suite of software. Through the use of hands-on lab exercises, participants operate and administer a specified access control project using pre-configured access controllers.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Perform operator functions including navigation of station displays, answering alarms running reports and controlling points</li> <li>• Perform administrator functions including adding operators, configuring event archiving, and configuring reports</li> <li>• Create custom displays that include objects connected to points in the EBI database</li> <li>• Perform Card Management System functions including adding cards and cardholders, creating and assigning access levels, capturing cardholder photos and signatures and printing cards</li> <li>• Create custom card layouts</li> <li>• Implement a backup strategy using Acronis 10</li> </ul>
Language	English
Course Location	Golden Valley, MN

## Course - EBI Security Manager Administrator (Access – Temaline)

Version	R430
Delivery Type	Instructor-led
Length of Course	4.0 days
Attendee Profile	Enterprise Buildings Integrator system administrators tasked with maintaining Temaline access control systems, custom displays, and system backup
Prerequisite	Students must have basic Windows skills
Course Description	This course provides basic operator and administrator knowledge for Honeywell's Security Manager for EBI and Temaline access controllers. The course will also familiarize the student with basic Windows and networking terminology and tasks to allow them to more thoroughly understand how components work together. Through the use of hands-on lab exercises, and lectures participants will perform tasks associated with system operation, management and administration.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Understand basic Windows terminology and tasks</li> <li>• Understand EBI architecture and options</li> <li>• Security Manager Operator eLearning</li> <li>• Configure the EBI workstation for connection to the server</li> <li>• Use EBI Workstation software to perform general operator and administrative tasks</li> <li>• Use Station to configure EBI database for Temaline system</li> <li>• Use Station to configure Card Holder Database preferences</li> <li>• Use Station to configure Photo ID and Signature captures</li> <li>• Use Station to populate the CMS database with cards and cardholders, including assigning access rights</li> <li>• Configure Temaline Operator Profiles</li> <li>• Use HMIWeb Display Builder to create a new display</li> </ul>
Language	English
Course Location	Golden Valley, MN

## Notes

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### Course - EBI Install and Configure Digital Video Manager (DVM)

Version	R500
Delivery Type	Instructor-led
Length of Course	4 days
Attendee Profile	Honeywell install/service technicians and customers who will install, configure, or monitor a DVM system
Prerequisite	Students must take the following prior to taking this course: • EBI R430 Operator (Security) eLearning
Course Description	Students will learn to install and configure a DVM system to function in a standalone environment, or integrated with EBI. They will implement the DVM authentication model using a combination of Windows and internal DVM accounts. Each topic will present best practices and troubleshooting.
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Describe DVM Architecture options: Stand-Alone, EBI Integrated, DVA, Backup db servers, Camera server redundancy</li> <li>• Install DVM Server and Client software</li> <li>• Configure Distributed Video Architecture (DVA)</li> <li>• Configure Camera Server Redundancy (CSR)</li> <li>• Create user and operator accounts</li> <li>• Configure IP cameras and streamers</li> <li>• Configure Inputs/Outputs and Intercom</li> <li>• Integrate DVM with EBI</li> <li>• Configure recording options</li> <li>• Manage video clips</li> <li>• Configure Video Analytics and Tamper Detection</li> <li>• Monitor and troubleshoot DVM</li> <li>• Backup and restore the DVM database</li> <li>• Describe UltraKey functionality</li> <li>• Configure multi-monitor</li> </ul>
Language	English
Course Location	Golden Valley, MN

## Notes

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## eLearning - Digital Video Manager R500

Version	R500
Delivery Type	Electronic
Length of Course	3 hours
Attendee Profile	Users who configure or monitor a DVM system
Prerequisite	N/A
Course Description	DVM allows you to operate and monitor cameras in your system from one or more locations
Learning Objectives	Upon completion of this training, you'll be able to: <ul style="list-style-type: none"><li>• Select and display views and camera presets</li><li>• Pan, tilt, and zoom a camera</li><li>• Digitally enhance video</li><li>• Record video</li><li>• Create snapshots</li><li>• Search for existing video clips</li><li>• Display a video clip from the Alarm Summary</li><li>• Export a video clip for viewing outside of DVM</li></ul>
Language	English

## Notes

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## eLearning - Digital Video Manager R500 Console Operator

Version	R500
Delivery Type	Electronic
Length of Course	3 hours
Attendee Profile	DVM operators
Prerequisite	N/A
Course Description	This course contains one content module, containing a brief overview of the DVM Console and demonstrating six Operator tasks
Learning Objectives	Upon completion of this training, you'll be able to: <ul style="list-style-type: none"><li>• Identify DVM Console features and benefits</li><li>• Add cameras to the console workspace</li><li>• Change layout and clear the workspace</li><li>• Remove and move cameras</li><li>• Create a camera group</li><li>• Synchronize camera playback</li><li>• Initiate a motion search</li></ul>
Language	English

## Notes

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## eLearning – EBI R430 Security Operator

Version	R430
Delivery Type	Electronic
Length of Course	3 hours
Attendee Profile	Operators who are responsible for day-to-day operation of EBI Security functions
Prerequisite	N/A
Course Description	This course is designed to provide you with the skills you need to perform the basic operation functions of the Enterprise Buildings Integrator (EBI) R430 system
Learning Objectives	<p>Upon completion of this training, you'll be able to:</p> <ul style="list-style-type: none"> <li>• Log on to station</li> <li>• Identify the components of the station interface</li> <li>• Search for points in the system</li> <li>• Use point group display to view point group information</li> <li>• Create quick views and display quick lists</li> <li>• Create a trend set and modify the trend display</li> <li>• Identify and acknowledge a variety of alarms</li> <li>• View and edit events</li> <li>• Modify a global schedule</li> <li>• Generate a system report</li> <li>• View the status of system components</li> <li>• Manually control points to troubleshoot a problem</li> </ul>
Language	English

## Notes

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## eLearning – EBI R430 Security Administrator

Version	R430
Delivery Type	Electronic
Length of Course	6-7 hours
Attendee Profile	Persons responsible for administrative functions of EBI Security
Prerequisite	EBI R430 Operator eLearning
Course Description	This course is designed to provide you with the skills you need to perform the basic administration functions in the EBI R430 system
Learning Objectives	<p>Upon completion of this training, you'll be able to:</p> <ul style="list-style-type: none"> <li>• Discuss the EBI Architectural Overview</li> <li>• Configure station setup files</li> <li>• Discuss and view Enterprise Models</li> <li>• Configure standard and custom reports</li> <li>• Configure history collection</li> <li>• Create a quick list</li> <li>• Define the functions of PCMON points</li> <li>• Differentiate between Scan Task and Fire Point Server points</li> <li>• Create a system calendar and EBI system holidays</li> <li>• Describe the components of a global schedule</li> <li>• Describe global schedule component relationships,</li> <li>• Create a global schedule resource, a base schedule and a calendar schedule</li> <li>• View the Facility model</li> <li>• Create an Organization model</li> <li>• Create an Operator profile in the Cardholder Management System</li> <li>• Create an EBI Operator</li> <li>• Configure Integrated Security</li> <li>• Define Sign-On Administration method</li> <li>• Configure server-wide settings</li> <li>• Describe Temaline and IdentIPoint access rights</li> <li>• Download modifications or changes to access controller</li> <li>• Configure event archiving parameters</li> <li>• Configure auto call-up of displays</li> <li>• Configure automation rules for cameras</li> <li>• Backup and restore system files</li> </ul>
Language	English

## Notes

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## eLearning - EBI R430 Cardholder Management

Version	R430
Delivery Type	Electronic
Length of Course	2 hours
Attendee Profile	Enterprise Buildings Integrator operator/administrator tasked with maintaining access control
Prerequisite	N/A
Course Description	This course is designed to provide you with the skills needed to manage cardholders in the EBI R430 system
Learning Objectives	<p>Upon completion of this training, you'll be able to:</p> <ul style="list-style-type: none"> <li>• Add a card or an employee in the system</li> <li>• Capture cardholder photos</li> <li>• Assign access rights to a cardholder</li> <li>• Enroll an Identipoint card</li> <li>• Print a card</li> <li>• Search the Cardholder Management Database</li> <li>• Modify a cardholder's record</li> <li>• Delete a card</li> <li>• Manage the details of visits to your company location</li> <li>• Pre-register visitors for smoother transition upon arrival</li> <li>• Track a visitor's accompanying assets</li> </ul>
Language	English

## Notes

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# eLearning - EBI R410 Honeywell Security Manager (Access Control) and Digital Video Operator

Manager

Version	R410
Delivery Type	Electronic
Length of Course	4-5 hours
Attendee Profile	Operators who are responsible for day-to-day operation of EBI Security Manager (Access Control) and Digital Video Manager (DVM) functions
Prerequisite	N/A
Course Description	This eLearning course is designed to quickly get EBI Security Manager (Access Control) and Digital Video Manager software users up-to-speed on operator tasks
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Logon to a station using operator and station-based security</li> <li>• Identify the components of the station interface</li> <li>• Respond to alarms</li> <li>• View System Status</li> <li>• Generate an event</li> <li>• Use the search function</li> <li>• Command point values and states</li> <li>• Request reports</li> <li>• Display point groups</li> <li>• Edit the message pad</li> <li>• Create and manage cardholders records</li> <li>• Select and operate a camera</li> <li>• Display presets and views</li> <li>• Create and access video clips and snapshots</li> <li>• Search for existing video clips</li> <li>• Display video clips from the alarm summary</li> <li>• Export video clips</li> </ul>
Language	English

## Notes

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## eLearning - EBI R410 Honeywell Security Manager (Access Control) Administrator

Version	R410
Delivery Type	Electronic
Length of Course	6-7 hours
Attendee Profile	Persons responsible for administrative functions of EBI Security Manager
Prerequisite	N/A
Course Description	Students need to take EBI R410 Honeywell Security Manager (Access Control) and Digital Video Manager Operator eLearning prior to taking this course
Learning Objectives	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Describe the structure of EBI in general terms</li> <li>• Modify station set-up files</li> <li>• Create components of the enterprise model</li> <li>• Modify station and operator security and logon parameters</li> <li>• Set event archiving history collection parameters</li> <li>• Create point group</li> <li>• Create quick views and quick lists</li> <li>• Create all points, and alarm and event reports</li> <li>• Create custom reports</li> <li>• Request reports</li> <li>• Modify server-wide settings</li> <li>• Backup and restore system files</li> <li>• Configure operator profiles</li> <li>• Configure alarm and event options</li> <li>• Configure CMS database</li> <li>• Create organizational model</li> <li>• Create and assign access rights</li> </ul>
Language	English

## Notes

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To learn more about Honeywell Building Solutions, contact your local Honeywell Representative or email us at [ACSTraining@Honeywell.com](mailto:ACSTraining@Honeywell.com)

Honeywell Building Solutions  
1985 Douglas Drive North  
Golden Valley, MN 55422-3992  
1-800-535-8092  
[www.honeywell.com](http://www.honeywell.com)

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