NEC

Geospatial Solutions

Training Course Brochure

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\Orchestrating a brighter world

Contents

NEC Training

The Benefits of Training

Training is central to helping customers realise value from their GIS investment. NEC supports organisations at every stage of the journey – from initial implementation and go-live, through to day-to-day use, and ongoing refresher and upgrade training as systems and requirements evolve

We offer a range of online instructor-led training courses, available via scheduled public sessions or delivered privately for your organisation, tailored to your users, configuration, and operational needs.

Public courses are scheduled throughout the ye=ar, and dates are published on the **Training page of the NEC website**. For specific customers, we offer a range of standard courses through to specialist courses based on specific key features and functionality of the solution. In addition, our Training Needs Analysis service deploys our expert trainers to analyse your organisation's specific training needs, creating bespoke learning solutions to meet your organisation's learning needs.

As an accredited Institute of Training and Occupational Learning (ITOL) training centre, we are benchmarked to industry L&D standards. SIS courses are also accredited by the Association for Geographic Information (AGI) and can contribute to the achievement of Chartered Geographer status. Continuing Professional Development (CPS) points are awarded – see course pages for allocation.

All students will receive a comprehensive training manual containing real-life examples. We normally supply the training data, or for customer-specific groups, you may choose to provide your own. Our courses use training data from Ordnance Survey® Great Britain, Ordnance Survey Northern Ireland, Ordnance Survey Ireland, or their equivalents from around the world.

Our Approach

Our courses can be held onsite, at one of our NEC offices or delivered online. They are hands-on and instructor-led, using real-life contextual scenarios and sessions to ensure learning has relevance. We utilise a variety of training methodologies to ensure learning is accessible and suitable for all learning styles.

Following completion of learning, we analyse the success of learning outcomes using proven methodologies, allowing us to identify any learning gaps and ensure these are met.

SIS Products

SIS software is available as:

- **Desktop GIS** for map data viewing, editing, creation and modelling
- **Developer Kits** to enable bespoke GIS application creation and integration
- **ActiveX** based runtime for application deployment
- **Web-based** GIS for web application creation and data distribution and finally
- **Mobile GIS** All NEC software uses the same methods and code, ensuring consistency and inter-operability across the product range

The Spatial Information System® is an integrated family of geospatial products comprising desktop, web and developer applications. Products are available for all phases of spatial data management from creation, through to application development, deployment and data distribution.

Compatibility between the various parts of the SIS product suite is guaranteed because all of the products share a common core source code.

Desktop Product Training

Introduction to SIS Desktop (2 days)

This course provides the basics for everyday use of SIS. Students are introduced to the basic concepts underpinning GIS, and shown how to find a location, and view, create, edit and print maps. Day 2 introduces students to creating and managing their own files, extends their knowledge about creating and editing data. We explore simple analytical functionality including using the SIS for querying graphical and attribute data and creating thematic maps.

Who should attend?

This course has been designed for students who are new to GIS and/or SIS.
Student numbers are limited to 5.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of the principles of GIS
- Be able to use the main GIS functionality in SIS

Agenda

- An Introduction to SIS
- Spatial Data and SIS Concepts
- Using a Gazetteer
- Creating Prints, PDFs and Images for Documents
- Creating and Managing Overlays and SWDs
- Creating and Editing Spatial Data
- An Introduction to Attributes, Properties, Schema and Expressions
- An Introduction to Querying Data
- An Introduction to Thematic Mapping

Prerequisites

- No prior knowledge of GIS is assumed
- An awareness of Microsoft Office programs

CPD Points Allocation: 10

Desktop Product Training

Advanced SIS Desktop (2 days)

This course will enable a SIS user to build upon the knowledge picked up in the Introduction to SIS Desktop course. You will take an in-depth look at how to filter, combine and question your spatial data. Advanced methods of displaying your data by using functionality such as Advanced Thematic Maps and Process themes will be explored. You will learn how to produce a video output of a Temporal range of data and use the 3D mapping functionality.

Who should attend?

Those who have completed An Introduction to SIS Desktop course. Student numbers are limited to 5.

Aims and Objectives

By the end of the course, you will be able to:

- Understand how to use some more advanced GIS functionality
- Display an understanding of how to run SQL statements and Expressions
- Create various advanced Thematic mapping output
- Be able to manage SIS

Agenda

- Creating Expressions and SQL Statements
- Creating Analysis and Process Overlays
- Hotspot Mapping
- Temporal Control Bar
- Advanced Thematic Maps
  - Choropleth Themes
  - Bivariate Themes
  - Expression Themes
  - Operation Themes
- Advanced Creating and Editing Spatial Data
- Routing Analysis
- 3D Mapping

Prerequisites

- Completion of the course An Introduction to SIS Desktop
- An awareness of Microsoft Office programs

CPD Points Allocation: 10

Desktop Product Training

SIS Desktop Administration (1 days)

This course will enable a SIS user to administrate the product, its associated files, and manage the GIS data for their organisation. The content builds upon Day 2 of An Introduction to SIS Desktop. System Administrators will learn how to export data into useful GIS file formats and learn about the best performing formats for SIS.

Who should attend?

Those who have completed An Introduction to SIS Desktop course. Student numbers are limited to 4.

Aims and Objectives

By the end of the course, you will be able to:

- Understand how to use some more advanced GIS functionality
- Display an understanding of how to administer and maintain Raster and Vector datasets
- Create and manage Named Object Libraries (NOLs)
- Be able to manage SIS

Agenda

- Table joins, and more on building expressions
- Managing data
- Named Object Libraries (NOLs)
- Managing SIS

Prerequisites

- Completion of the course An Introduction to SIS Desktop
- An awareness of Microsoft Office programs

CPD Points Allocation: 5

Desktop Product Training

SIS & Ordnance Survey GB Data (1/2 day)

This course introduces students to Ordnance Survey (OS) data using SIS. It provides an insight into accessing and managing the OS GB major datasets.

You will explore how to use SIS Desktop for data management - to process the various OS datasets such as ZoomStack; Mastermap, Open Greenspaces etc.

In addition, you will gain an understanding of how to access the OS Data Hub from within SIS Desktop and WebMap using Web Map Services and the OS API keys.

Who should attend?

Those who have some experience of GIS and SIS. Student numbers are limited to 5.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of how SIS can be used to access and manage OS OpenData and OS Premium data
- Understand the use of direct access of OS Data using OS Data Hub APIs

Agenda

- An Introduction to the PSGA and the OS Data Hub
- OS Data Hub website for OpenData and Premium data downloads
- Available download File Formats
- Using SIS OS (GB) Tools
- Add overlays using the OS Data Hub API key access

Prerequisites

- Completion of the course An Introduction to SIS Desktop
- An awareness of Microsoft Office programs

CPD Points Allocation: 5

Desktop Product Training

Upgrading to SIS Desktop 9.1 (1 day)

This course introduces students to SIS Desktop 9.1. It provides a hands-on insight to the new interface, concepts and features that are available in this software release. Students will be able to test the new functionality and explore some of the practical benefits from upgrading to this release.

Who should attend?

Those who are new to SIS Desktop 9.1 but who have a good working knowledge and understanding of SIS 9 or earlier versions. Student numbers are limited to 5.

Aims and Objectives

By the end of the course, you will be able to:

- Recognise the changes to the Fluent User Interface, Dialogs and Wizards.
- Understand how to use the new and improved query options and search methods including the additional Analysis tools
- Know when and how to use the improved Themes and Dynamic Theme options
- Understand how to publish and synchronise SWDs directly to GeognoSIS®

Agenda

- The user interface update
- Add Overlays, Overlays and Table enhancements
- New functionality for managing and filtering data in the table view
- Improved Expression Builder syntax checks, new syntax prompts and additional functions
- The new advanced data capture functionality
- New & improved Label Themes and Cluster Theme options
- New Analysis tools for Cartograms, Variable Buffers & Elevation Profiles
- GeognoSIS® Synchronisation

Prerequisites

- Prior knowledge of GIS is assumed
- Students need to be proficient in the use of SIS 9.0 or earlier
- An awareness of Microsoft Office programs

CPD Points Allocation: 5

Desktop Product Training

SIS Desktop for Crime & Incident Analysis (1 day)

This course will enable a SIS Desktop user to build upon their knowledge picked up in the Introduction to SIS Desktop course. You will take an in-depth look at how to use a range of methodologies to identify and analyse patterns in crime and incident data.

You will learn how to use the extensive range of spatial statistics functions and process operations available in SIS Desktop. Analysis results can be used in a broad range of use cases, including targeting of resources and activities to prevent crime in specific areas and visualisation of incident patterns.

Who should attend?

Those who have completed An Introduction to SIS Desktop course and want to learn more about crime and incident analysis. Student numbers are limited to 4.

Aims and Objectives

By the end of the course, you will be able to:

- Understand how and when to use Spatial Statistics functions
- Run and save Process operations
- Demonstrate an understanding of how to create expressions
- Create various advanced Thematic mapping output

Agenda

- Spatial autocorrelation – a measure of clustering using
  - Getis-Ord Gi* including space-time analysis
  - Moran's I (Local or Global from Items, or Global within Polygons)
- KDE including weighted KDE and map subtraction for comparison
- Spatial mean including weighted spatial mean
- Nearest Neighbour Index from Items or within Polygon areas
- 80-20 analysis using closest feature or a distance-based cluster
- Count and classify by linear network or polygon areas
- Location quotient ratios using Regional or Reference values
- Temporal Analysis to show spatial changes in crimes and incidents over time

Prerequisites

- Completion of the course An Introduction to SIS Desktop
- An awareness of Microsoft Office programs

CPD Points Allocation: 5

Desktop Product Training

SIS Risk Modeller (1 day)

This course introduces students to the SIS Risk Modeller. The application works alongside SIS Desktop to provide extra analytical operations to determine risk by combining the effects of spatial and attribute data from a range of different layers. Risk Modeller uses thematic mapping for the presentation of results. These can be displayed as heat maps or RAG (Red Amber Green) levels to quickly identify and compare risk between scenarios.

Who should attend?

Those who have some experience of SIS. Student numbers are limited to 4.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of the concepts of, and how to use, SIS Risk Modeller
- Choose the appropriate risk model(s) for the data, and model incident data against other factors such as geodemographic data categories

Agenda

- Creating a Grid overlay to display the risk model
- Understanding the 5 Risk Models
- Create Attribute risk models
- Use the appropriate Theme options to display the output
- Create Attribute risk models based on a weighting factor
- Using wild cards and numeric operators
- Create multiple-Attribute risk models – using attributes from several overlays
- Create Quantity risk models – pure count of objects; count by area size, count by attribute
- Create Life risk models – weighting data based on numbers of fatalities/casualties/rescues
- Create Link Related risk models – applying incident data to the road network
- Create Route Costs risk models – use the road network to analyse areas of risk through isolation and poor transport links
- Pulling it all together – Using an Expression within SIS to create a combined risk map

Prerequisites

- Prior knowledge of SIS is assumed
- An awareness of Microsoft Office programs

CPD Points Allocation: 5

Desktop Product Training

SIS Workload Modeller (2 days)

This course introduces students to the SIS Workload Modeller and provides the information, knowledge, and practical skills for using this software.

Who should attend?

Those who have some experience of SIS. Student numbers are limited to 4.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of the concepts of and how to use SIS Workload Modeller
- Load, filter, analyse and model incident data

Agenda

- Customising the installation
- Building the repository of historic data
- Data model overview (historic data)
- Importing incident and callout data
- Viewing the historic data in SIS – using filters
- Preparing a database of Route Cost
- Analysis of Historic data
- Modelling
- Using different modelling options
- Dual Staffing
- Cover Moves
- Looking at the Route Cost database

Prerequisites

- Completion of the course An Introduction to SIS Desktop
- An awareness of Microsoft Office programs

CPD Points Allocation: 10

Desktop Product Training

SIS additional modules by product (1 day)

It is possible to create a customised training course by combining topics covered in An Introduction to SIS Desktop and/or Administering SIS, with any of the following modules:

- The CAD tools
- Rubbersheeting
- Working with Topology
- 4D analysis and visualisation
- Kernel Density Estimation (KDE) hotspot mapping
- Building expressions

NEC also offers training in specialised application add-ins that have been created using GisLink.

- Routing Tools
- Housing Toolkit
- Book Plotter

Please contact your **NEC Account Manager** if you are interested in a customised course.

Student numbers are limited to 4.

Spatial Database Administration Training

Working with PostGIS & SIS (1 day)

This course provides a detailed guide to installing a PostgreSQL database and adding the spatial plugin PostGIS, in a Windows environment. You will look at how to configure Network Connectivity and create spatial databases.

You will use SQL (Structured Query Language) within the PGAdmin interface, to add/drop tables; add data and manage the security such as setting roles and permissions. The performance of the database is key, and you will look at monitoring and setting maintenance tasks including the setup of backups and recovery options.

Who should attend?

Those who will administer maintain and use spatial data. This course does cover some end-user activity such as importing and exporting data from within SIS Desktop. Student numbers are limited to 4.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of the structure and principles of a PostgreSQL/PostGIS database
- Know how to configure, monitor, and maintain a database
- Use SIS to carry out database filtering and querying

Agenda

- Database Server Specification
- PostgreSQL database and PostGIS Extensions
- Configuring Network Connectivity
- Database Creation and Database Security
  - Using Multiple Databases
  - Using Roles and Schemas
  - Managing data access
  - Granting Permissions including Read Only Access/Editing Data
  - Create login accounts
- Import and Exporting data from the desktop GIS
- View and Trigger creation and Table management

Prerequisites

- Completion of the course An Introduction to SIS Desktop or SIS Admin or equivalent knowledge of GIS using other GIS Desktop product
- An awareness of Microsoft Office programs

Spatial Database Administration Training

Working with SQL Server & SIS (1 day)

This course provides a detailed guide to installing a SQL Server database in a Windows environment. You will look at how to configure Network Connectivity and create spatial databases.

You will use SQL (Structured Query Language) within the SQL Server Studio Manager interface, to add/drop tables; add data and manage the security such as setting roles and permissions. The performance of the database is key, and you will look at monitoring and setting maintenance tasks including the setup of backups and recovery options.

Who should attend?

Those who will administer maintain and use spatial data. This course does cover some end-user activity such as importing and exporting data from within SIS Desktop. Student numbers are limited to 4.

Aims and Objectives

- To teach GIS specialists how to use SQL Server as the corporate repository for storing spatial data

By the end of the course, you will be able to:

- Demonstrate an understanding of the structure and principles of a SQL Server database
- Know how to configure, monitor, and maintain a database
- Use SIS to carry out database filtering and querying

Agenda

- Introduction and Server Specification
- SQL Server Administration including: Installing SQL Server, Network Connectivity Configuration, Using SQL Server Studio Manager, Creating a SQL Server databases and Setting up Database Security
- Create Database Log-in accounts and roles
- Exporting Data from SIS into SQL Server
- Reading SQL Server spatial Layers into SIS
- Creating Empty spatial layers in SQL Server
- Data capture & editing spatial Data
- Spatial Analysis & Filtering Data
- Example Security Models
- Loading, Managing & Using Ordnance Survey Datasets
- View and Trigger creation and Table management

Prerequisites

- Completion of the course An Introduction to SIS Desktop or SIS Admin or equivalent knowledge of GIS using other GIS Desktop products
- An awareness of Microsoft Office programs

CPD Points Allocation: 5

Web Mapping Training

SIS WebMap Administration (1 day)

This course details the functions of SIS WebMap and introduces students to GeognoSIS®. The course gives the background required for administering and maintaining the website, including setting user permissions, SWD data set up and implementing Local Knowledge searches.

Who should attend?

This course is aimed at those who will administer and maintain the SIS WebMap application. It does not cover installation or customisation involving any programming. It does cover a small amount code alteration for styling – no prior knowledge is needed. Student numbers are limited to 4.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of the structure and principles of a SIS WebMap website
- Know how to prepare map files and SWDs for use in a SIS WebMap website
- Know how to configure, monitor, and maintain a SIS WebMap website

Agenda

- Introduction to SIS WebMap and GeognoSIS®
- Creating SWDs for WebMap
- The GeognoSIS® Manager
- The SIS WebMap Admin Page
- Admin Page – Layers Administration
- Admin Page – Bookmarks, Styles, and Icons
- Map Page – Toolbar
- Map Page – Menu
- Printing
- Website Styling
- Report IT
- Local Knowledge™

Prerequisites

- Prior knowledge of GIS and SIS is assumed
- An awareness of Microsoft Office programs

CPD Points Allocation: 5

Web Mapping Training

Notice Board™ Administration (1 day)

This course details the functions of Notice Board and introduces students to the setup of SIS SWD overlays and Local Knowledge Templates. The course provides the background required for administering and maintaining the webpage.

Who should attend?

This course is aimed at those who will administer and maintain Notice Board. It does not cover installation. It does cover a small amount code creation/alteration for styling. However, no prior knowledge is needed. Student numbers are limited to 4.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of the structure and principles of a Notice Board website
- Know how to prepare map files and SWDs for use in a Notice Board website
- Know how to configure, monitor, and maintain a Notice Board website

Agenda

- Setting Saved Window Definitions (SWDs) properties for Notice Board and Local Knowledge
- Building Expression columns in the SWD
- Use the Notice Board Admin page to;
  - create, alter and maintain notices
  - create and alter Local Knowledge templates
  - add and manage Image files
  - manage connections to databases
  - manage the return values of Quick Searches

Prerequisites

- Prior knowledge of SIS is assumed
- An awareness of Microsoft Office programs

CPD Points Allocation: 5

Developer Courses

An introduction to working with GisLink (1 day)

Extending the SIS desktop with Add-ins

This course introduces students to SIS GisLink. Using exercises, it provides the essential steps in creating a Visual Basic project that provides SIS functionality. You will quickly discover how easy it is to write an application with the absolute minimum of code writing.

Who should attend?

Those who are users of SIS and use Visual Basic to develop applications. Student numbers are limited to 4.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of the fundamentals of GisLink programming
- Know how to structure and create working applications

Agenda

- Running GisLink Applications with SIS
- Building applications
- GisLink Methods
- Linking to a database
- Bring along your own GisLink ideas

Prerequisites

- Prior knowledge of GIS and SIS is assumed

Students need to be proficient in the use of:

- Visual Basic or the .NET development environment using Visual Studio

CPD Points Allocation: 5

Developer Courses

An introduction to using ActiveX with SIS (1 day)

Creating SIS Applications

This course introduces students to the processes involved in both creating a "standalone" GIS application and embedding a GIS component within a larger application. Students will build an application from scratch, leading to a functional GIS data viewer with menus, toolbars, and a status bar.

Students are introduced to the NEC Application Programming Interface (API) building confidence in developing bespoke GIS applications for deployment within their own organisation and for distribution and resale to their customers.

Who should attend?

Those who are users of SIS and use Visual Basic to develop applications. Student numbers are limited to 4.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of how to use the Application Programming Interface to provide extended GIS functionality
- Demonstrate an understanding of the scope and power of the SIS Control as a rapid application development tool
- Create a standalone GIS application

Agenda

- Creating a Windows Forms project using Visual Studio VB.NET
- Adding the SIS Control (ActiveX component)
- Invoking the inbuilt capabilities of the SIS Control
- Extending the capabilities of the application with custom commands
- Monitoring the end-user's actions and reacting to them
- Combining inbuilt capabilities with custom actions
- Licensing, building, and deploying an application

Prerequisites

- Prior knowledge of GIS and SIS is assumed

Students need to be proficient in the use of:

- Visual Basic or the .NET development environment using Visual Studio

CPD Points Allocation: 5

Developer Courses

Developing websites using GeognoSIS (2+ days)

This course introduces the extensive programming interface of GeognoSIS®, which enables websites to be built with a wide range of GIS functionality.

Who should attend?

Those who are going to build their own GeognoSIS website by programming either in a .NET-based language or C#. Student numbers are limited to 4.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of the programming capability of GeognoSIS
- Create a working application

Agenda

- The GeognoSIS service
  - WSDL
  - The GeognoSIS Manager and the structure of GeognoSIS applications
- Building a Thin-Client website
  - Rendering Images
  - Pan and Zoom tools
  - Manipulating Data
  - Printing and Exporting
- Building a Thick-Client Website
  - Setting up Projects
  - Extending the Client-Side application class
  - Extending the server-side ASMX class
  - Configuring the application and deployment
- Stored Procedures for GeognoSIS
  - Creating the programming libraries
  - Creating a stored procedure in .NET and datatype in .NET
  - Extending the Thick-Client stored procedure package
  - Creating a stored procedure in Java

Prerequisites

- Prior knowledge of GIS and SIS is assumed

Students need to be proficient in the use of:

- Visual Basic or the .NET development environment using Visual Studio using classes, libraries and compiling code; or
- C#

CPD Points Allocation: 10

xMapping Courses

xd Introduction Course (4+ days)

The aim of this course is to familiarise delegates with the functionality within the xd mapping product. Using life like incident examples, the course aims to equip delegates with necessary knowledge and skills to enable them to analyse historical incident data within their service area.

Who should attend?

The course is suitable for users responsible for analysing incident data within their force and creating reports/ presentations for management use.

Aims and Objectives

By the end of the course, you will be able to:

- Demonstrate an understanding of the fundamentals of GisLink programming
- Know how to structure and create working applications

Agenda

During the course delegates will learn how to:

- Understand map basics and map data
- Measure road, areas polygon etc.
- Filter data using various options
- Display historical data using various colours, charts and scales
- Manage and organise data
- Create, presenting, editing and deleting various analysis
- Compare multiple analysis results with each other
- Draw map features like properties, incidents, roads, areas etc.
- Import and export data like ANPR, RTC, wards etc.

Prerequisites

- It is assumed that delegates have a basic understanding of the Windows operating system as well as the local business practices within their service.

xMapping Courses

xd Introduction

- Course Introduction
- Introduction to xd

xd Basics

- Map navigation-panning & zooming, understanding mouse wheel function and keyboard combinations
- Understanding coordinate systems used in xd
- Understanding location and coordinate systems-find location on maps using co-ordinate system
- Working with classes and features, understanding types of map features and see feature properties like postcode, ANPR reads, cctv locations, district, town population and so on
- Change the display properties of the point, line and area features to better present the data
- Filter features to display only those of interest
- Use of map views and workspaces-saving your own work-areas and loading them later
- Finding features and locations
- Importing data from csv, excel and other formats in your xd session
- Export data in excel, mid-mif and csv format
- Create polygon from existing polygons
- Sharing location data and analysis with other users in your force
- Printing

xd Analysis

- Analysis window-manage analyses window and projects
- Display data as Chart & Data clock analyses
- Create hotspot areas as per dense or sparse incidents such as burglary in city centre
- Create links between features (typically stolen and recovered vehicles or incidents attended by resources)
- Produce colour coded choropleth maps according to the number of incidents in areas of interest
- Use routing functions to display routes and isochrones-how far an offender can flee in 5 minutes and so on
- Generating a series using ANPR features to see vehicle's locations
- Calculating the distance between features for example hospital and ambulance
- Comparing analytical results with each other-hotspots of 2022 and 2023
- Using elevation maps, calculate the ground altitude and understanding hill shading

xMapping Courses

xd Train the Trainer Course (2 days)

The aim of this package is to assist service trainers to create their own xd training environment with the ability to cascade xd training to service users.

Who should attend?

The package is aimed at a services own trainers who will be imparting xd introduction training to the members of the establishment.

Course Format

This hands-on instructor-led course will give delegates practical experience of the xd tool through the use of interactive demonstrations and practical exercises.

Aims and Objectives

During the course delegates will learn how to:

- Determine which roles require to learn what functionality and how many courses need to be run
- Build a suitable training environment with sample data
- Attendance at the first training session conducted by service trainers (other commitments permitting) to offer support, monitor accuracy, provide feedback and accredit training
- Use electronic versions of NEC's training materials (training plans, training manuals and exercise sheets)

Prerequisites

- Trainers must have attended the 4-day xd Introduction course

Course Contents

Introduction

- Course Introduction
- Introduction to xd

xd Overview and building training materials

- Training needs Analysis
- Assistance with building training examples/exercises
- Provision of electronic versions of training documentation for customisation to own service branding

Proof reading and accredit training

- Understanding 4 days xd introduction course training plan and day wise topics
- A proof-reading service (not on site) to check accuracy of information in the service branded documentation

xMapping Courses

Universe Administrator Course (2 days)

The course aims to equip delegates with the necessary knowledge and skills to enable them to administer xd, xc or xWeb on daily basis.

Who should attend?

The course is suitable for users who will be responsible for administering Universe within their force and using the Universe Administration Tool and map manager.

Course Format

This hands-on instructor-led course will give delegates practical experience of the xd tool through the use of interactive demonstrations and practical exercises.

Aims and Objectives

During the course delegates will learn how to:

- Register users and create roles and manage role membership
- Set-up and modify Security Permissions on Universe data
- Control access to other user's work
- Create atlas to display various map layers in xd
- Create, update and configure map repositories
- Set-up and amend map copyright statements for use during printing

Prerequisites

- Attendees must have good computing skills, with knowledge of their own network layout, especially the location of NEC related software, data and maps. Knowledge of xd, xc and xWeb would also be beneficial, but not essential as this can be covered during the course

xMapping Courses

Universe Administrator Introduction

- Course Introduction
- Introduction to xd, xc and xWeb

Universe Administrator option in xd

- Use of Administrator menu options in xd-adding roles, registering members in force's domains, setting address search default settings, setting default chart colours for all xd users
- Creating and managing atlases

WebAdmin tool

- Use of WebAdmin tool
- Configuring compass search and xWeb URL link in WebAdmin tool
- Managing analysis projects-deleting and resurrecting
- Granting security permissions to various roles

Universe Map Manager and routing

- Understanding Universe Map Manager – use map manager tool import and delete maps
- Performing a CoU (Change only Update) of maps
- Understand map repositories
- Manage map copyright statements for use in printing

xMapping Courses

xc Introduction Course (2+ days)

The course aims to equip delegates with the necessary knowledge and skills to enable them to monitor resources and control incident data.

Who should attend?

The course is suitable for users who will be using the xc mapping system in their service communications room and handle control room tasks.

Course Format

This hands-on instructor-led course will give delegates practical experience of the xd tool through the use of interactive demonstrations and practical exercises.

Aims and Objectives

During the course delegates will learn how to:

- Navigate around the maps covering the area of interest
- Respond to incidents and allocate appropriate resources accordingly
- Control access to other user's work
- Use address searching functions to find locations of interest
- Use routing functions to display routes and isochrones
- Create and remove road restrictions affecting route calculations
- Create and manage Geofence areas to monitor resource movements

Prerequisites

- It is assumed that delegates have a basic understanding of the Windows operating system as well as the local business practices within their service.

xMapping Courses

xc Introduction

- Course Introduction
- Introduction to xc

Navigating around and using xc tools

- Navigating around the map observing resources and incidents
- Use explorer window to control display of resources, incidents and static locations
- Create features around incidents
- Draw concentric circles around features

Manage resources and incidents

- Tracking and tracing resource movement
- Respond to incidents and allocating appropriate resources
- Create contingency plans to load major incidents
- Creating and handling geofences to monitor resource movement
- Filter resources or incidents and display on map

Routing

- Using route network to draw routes and isochrones
- Creating exclusion zones affecting route calculations
- Create and remove road restriction affecting route calculations

xMapping Courses

xc Train the Trainer Course (2 days)

The aim of this package is to assist service trainers to create their own xc training environment with the ability to cascade xc training to service users.

Who should attend?

The package is aimed at a services own trainers who will be imparting xc introduction training to the members of the establishment.

Course Format

This hands-on instructor-led course will give delegates practical experience of the xc tool through the use of interactive demonstrations and practical exercises.

Aims and Objectives

During the course delegates will learn how to:

- Determine which roles require to learn what functionality and how many courses need to be run
- Build a suitable training environment with sample data
- Attendance at the first training session conducted by service trainers (other commitments permitting) to offer support, monitor accuracy, provide feedback and accredit training
- Use electronic versions of NEC's training materials (training plans, training manuals and exercise sheets)

Prerequisites

- Trainers must have attended the 2 day xc Introduction course

Course Contents

Introduction

- Course Introduction
- Introduction to xc

xc overview and buidling training materials

- Training needs Analysis
- Assistance with building training examples/exercises
- Provision of electronic versions of training documentation for customisation to own service branding

Proof reading and accredit training

- Understanding 2 days xc introduction course training plan and day wise topics
- A proof-reading service (not on site) to check accuracy of information in the service branded documentation
- Feedback on training materials/examples

Gazetteer Training

Compass Introduction Course (2 days)

The aim of this course is to enable gazetteer users to update, add and delete location based addresses and understand address database operations.

Who should attend?

The course is designed for establishment users who deal with address and location gazetteer data.

Course Format

This hands-on instructor-led course will give delegates practical experience of the Compass Maintenance Application tool through the use of interactive demonstrations and practical exercises.

Aims and Objectives

During the course delegates will learn how to:

- Create and manage address schemes
- Search for compass records
- Perform street segmentation and tokenisation
- Create usage types and profiles and update them
- Merge and remove locations
- Perform bulk data import, geoprofiling and geocoding
- Create users, roles and set security permissions

Prerequisites

- Delegates should have working knowledge of MS Windows and Internet Explorer

Gazetteer Training

Compass Introduction

- Course Introduction
- Introduction to Compass

Managing Compass locations

- Understanding compass locations and managing them
- Searching locations-area, street, properties
- Understanding address schemes and creating dedicated address schemes

Bulk data manager

- Loading location data in bulk
- Importing spatial data using mid mif, kml, ESRI formats
- Performing Geoassignment
- Tokenising location data
- Creating geoprofiling rule
- Bulk merge

Other Compass operations

- Compass key search and reference lookup
- Creating users and roles
- Creating and managing usage types and profiles
- Accessing audit

Additional Training Solutions

Refresher Training

A refresher course may be appropriate where students have previously undertaken an NEC training course.

Train the Trainer

For situations where a large number of students require training, NEC offers a Train-the-Trainer session. During the session, delegates will be provided a standard training course alongside guidance on training delivery, course timings and delivery methodologies. Delegates will also be asked to teach back aspects of the course to our NEC trainer, who will provide feedback on delivery.

Industry and Organisation-Specific Courses

NEC works across several vertical markets and can offer tailored courses to meet the GIS requirements of these markets. NEC can create a training needs analysis. Based on the analysis, NEC can suggest appropriate working processes and build these into a bespoke agenda.

Go-Live Floor Walking

Training often takes place prior to an implementation "going live". NEC can provide a Trainer for a floorwalking presence to boost confidence and answer questions as they arise.

Training Strategy and Training Needs Analysis

Leveraging our extensive experience in delivering Geospatial Solutions training, our team of expert training consultants can provide consultancy services to analyse your organisation's training needs, provide recommendations on training requirements, and deliver methods across your organisation.

Bespoke Training Courses

Working with our training consultants, your organisation's training leads can select which Geospatial Solutions functions to include in the training. This ensures that your staff are only learning the areas of the products that they need to, reducing over-training and costs to your organisation.

Bespoke Training Materials

Our team of professional Trainers, Instructional Designers and Digital Content creators can work with your organisation to create bespoke training materials (eg. videos, digital learning, quick reference guides) that meet the specific business requirements and processes of your organisation.

If you have any enquiries regarding our Additional Training Solutions and Consultancy Services, please **contact us**.