



# HBT - 101

## COMPASS OPERATOR TRAINING

**TIME:**  
**CLASSES START AT**  
**8:30AM - 4:30PM**  
**LUNCH WILL BE PROVIDED**

**INSTRUCTOR:**  
**DAVID OWEN**  
**SERVICE ENGINEER AT**  
**GREENSBORO LOCATION**

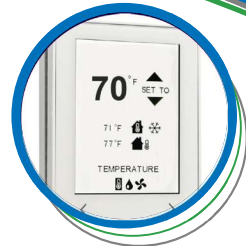
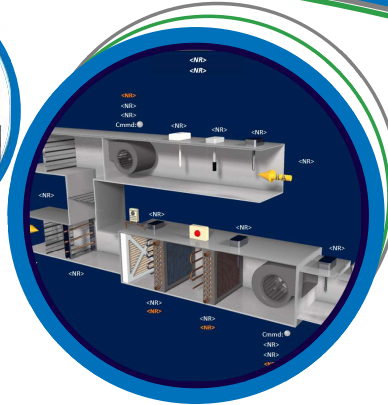
**TRAINING LOCATION:**  
**3816 PATTERSON ST.**  
**GREENSBORO, NC**  
**27407**

**2741 NOBLIN RD.**  
**#100, RALEIGH, NC**  
**27604**

**104 VANTAGE POINT DR.**  
**WEST COLUMBIA, SC**  
**29172**

**SIGN UP:**  
**CLASSES ARE**  
**FIRST COME,**  
**FIRST SERVE**  
**WITH ONLY 8**  
**SEATS PER CLASS.**  
**PLEASE REFER TO**  
**PAGE 2 TO SIGN UP**

**BENEFITS:**  
**+ SELF**  
**SUFFICIENCY ON**  
**SOFTWARE**  
**+ MINIMIZE**  
**EMERGENCY CALLS**



### COURSE DESCRIPTION:

This is a course designed around the **Compass front-end software package**. It is designed for Alerton users who need to learn or to refresh their knowledge on basic user skills and functions of the Alerton System. HBT-101 includes basic HVAC and Building Automation concepts, and provides the opportunity for hands-on system operation. After completion of the **two day** course users should be more self-sufficient on their own Alerton Compass front-end software and have the ability to minimize emergency service calls. Users will come away with a full understanding of the capabilities of the Alerton system and will learn how to maximize their investment in their Building Automation System.

### COST:

- \$800 per person for non-HBT Service Agreement customers
- \$500 per person for HBT Service Agreement Customers

### SIGN UP:

Classes will be filled on a first come, first serve basis. There are only 8 seats available per class. Please fill out the sign up form on the second page to reserve your space in the class and submit to **Tammy King**. Once your payment or PO has been received, your spot will be reserved.

### COURSE DATES & LOCATIONS:

- **March 21-22, 2023** – Raleigh, NC
- **April 11-12, 2023** – Greensboro, NC
- **May 2-3, 2023** – Greensboro, NC
- **September 27-28, 2023** – Greensboro, NC
- **October 3-4, 2023** – Greensboro, NC

- Terminology
- Use of Owner's Manual/ Job Book
- Basic Hardware
- Binary/ Analog Points
- Scheduling
- Trend-logs
- Reports
- Network Layout
- System Back-up
- System Security
- Preventive Maintenance
- Troubleshooting
- Compass Graphics
- Controller Overview