

SARGENT®

ASSA ABLOY

2009 Training Schedule



- ADVANCED MASTER KEYING
- DISTRIBUTOR SCHOOL
- INSTALLATION & MAINTENANCE TRAINING
- BASIC ELECTRIFIED HARDWARE & ACCESS CONTROL TRAINING
- INTRODUCTION TO LOW ENERGY AUTOMATIC DOOR OPERATORS

2009 Training Schedule

SARGENT is committed to bringing our distributor and end-user customers quality training programs leading toward a higher standard of learning.

COURSE	DATES	FEE	LOCATION	INCLUDES
Advanced Master Keying	April 7-9 Nov. 3-5	\$250	New Haven, CT	2 dinners 2 lunches
Distributor School	June 23-26 Nov. 17-20	\$200	New Haven, CT	3 dinners 3 lunches
Installation & Maintenance Training (Includes Basic Electrified Openings and Masterkeying Concepts)	Aug. 4-7 Dec. 8-11	\$200	New Haven, CT	3 dinners 3 lunches
Basic Electrified Hardware & Access Control Training	Sept. 1-3	\$150	New Haven, CT	2 lunches
Introduction to Low Energy Automatic Door Operators	Sept. 4	\$50	New Haven, CT	1 lunch

Webinars: Visit mysargent.com for topic and sign up information!

For more information regarding travel arrangements, contact:

Betty Hamilton

Training Coordinator

ASSA ABLOY Door Security Solutions

P: 800.438.1951 ext 6203 or 704.226.6203

F: 704.291.9499

bhamilton@assaabloydss-cs.com

Claude Hollyfield, DAHC

Director of Training

ASSA ABLOY Door Security Solutions

P: 800.438.1951 ext 6282 or 704.226.6282

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or

What we provide

Hotel accommodations: Each course has a specific hotel to house all students, with favorable rates already negotiated. You are responsible for all hotel expenses. Upon acceptance of your registration and payment, an acknowledgement will be sent notifying you of the class schedule and advising you of the appropriate hotel. The corporate rate may be withdrawn or your class reservation may be cancelled if hotel arrangements are not made at least two weeks prior to the class dates.

Location of training: The SARGENT factory, New Haven, CT, ASSA ABLOY Door Security Solutions training facilities in Monroe, NC and Phoenix, AZ.

Meals: Continental breakfast, breaks and lunch are provided at SARGENT. Dinner will be as a group at a local restaurant.

Transportation: Travel to and from New Haven must be provided by the student. Transportation from the airport to the designated hotel is also at the expense of the student. From Bradley International Airport in Hartford, we recommend renting a car or contacting Connecticut Limousine Service at 1-800-472-5466. From Tweed Airport in New Haven, a local cab would be sufficient. The student is also responsible for transportation to and from the hotel to SARGENT.

Class Times: See individual class description. The building opens at 8:00 AM and classes start at 8:30 AM. Classes will end approximately at 5:00 P.M.

Attire: Business casual dress appropriate for the season in New England. Shorts and tank tops should not be worn. Closed-toe shoes must be worn during factory tour.

Other: Transportation information and directions will be provided with your class confirmation notice. For additional information about classes in Monroe, NC and Phoenix, AZ, please contact the training team below for information.

On-Line Registration

For on-line registration, visit www.sargentlock.com

For more information regarding travel arrangements, contact:

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Additional
information
about
training

advanced master keying

Advanced Master Keying

Designed for:

SARGENT distributors, locksmiths, end-user management and lock shop personnel interested in expanding their knowledge of master key application techniques and cylinder servicing. This class explores methods of generating bitting lists, calculating pinning splits and maintaining existing systems. Discussions on the differences of each locking segment (conventional, security, high security and patented keyways) will help the student determine which is best for their facility.

Content:

- Application techniques used in master keying
- Review of master key language
- Review of the master key numbering systems
- Master key system design techniques
- Techniques in coordinating and conducting master keying meetings
- An in-depth review of SARGENT's full range of cylinder products
- "Hands-on" pinning session for SARGENT's standard cylinders, Signature cylinders, the XC cylinder feature and removable core cylinder products
- Managing and maintaining control of the master key system

Includes a Factory Tour

Class size:

- Limited to 12 students

Cost:

- \$250 per student

This includes class materials, two lunches and two dinners. Hotel and transportation not included.

Date and Location:

April 7-9, 2009 New Haven, CT

Nov. 3-5, 2009 New Haven, CT

Designed for:

This course is for those who need basic knowledge of access control. Maintenance personnel and security personnel who need to apply the knowledge gained for existing systems or help to design simple new systems. Distributor personnel or specification writers will learn the components to be able to sell and specify simple systems. This is a Level Two Course where the student needs mechanical hardware knowledge.

Content:

The student will learn the four components required for every access control system, whether the system is small and simple or large and complex. To ensure the system operates properly, the student will also learn about proper installation, submittals, and specifications. Products will be explained and examined in detail to ensure proper selection for the system. Point-to-point wiring diagrams will be introduced, developed by the student, and used in actual system hook-ups. A thorough explanation of electrified hardware nomenclature and terminology will help the student understand electrified hardware and be able to describe it to others. Additionally, how and when to use volt meters and troubleshooting will be reviewed.

Subjects covered will be:

- Electric locks, electric strikes and Mag holders
- Delayed egress systems
- Automatic Door Operators

Class size:

- Limited to 12 students

Cost:

- \$150 per student

This includes three lunches and two dinners.
Hotel and transportation not included.

Date and Location:

Sept. 1-3, 2009 New Haven, CT

Basic Electrified Hardware & Access Control

basic electrified
hardware

distributor school

Distributor School

Designed for:

Distributor personnel with 1–4 years of industry experience and/or basic hardware knowledge.

Content:

This training covers all SARGENT hardware products—door closers, exit devices, mortise locks, cylindrical locks, auxiliary locks, hinges and electromechanical access hardware. The session also includes application suggestions, specification advantages, some “hands-on” installation and troubleshooting. Other subjects include:

- Catalog nomenclature
- Product application
- Specification
- Codes and Standards—Life Safety, Fire Labels and Accessibility
- Pricing & ordering

Includes a Factory Tour

Class size:

- Limited to 16 students

Cost:

- \$200 per student

This includes class materials, three lunches and three dinners. Hotel and transportation not included.

Dates and Locations:

June 23-26, 2009 New Haven, CT

Nov. 17-20, 2009 New Haven, CT

Designed for:

Sales, Distribution or End-User personnel involved in the installation and maintenance of SARGENT hardware.

Content:

In this course, emphasis is placed on training for installation, including a more detailed look at instruction sheets and templates and “hands-on” practice installing a variety of SARGENT products.

A sampling of the full range of SARGENT hardware will be covered: cylindrical locks, mortise locks, exit devices, door closers/holders.

In addition, adequate time will be taken for instruction in proper product maintenance, adjustment, and troubleshooting. Other subjects covered include:

- Lock type, function and factory product number identification
- Hollow metal and wood doors
- Proper door preps
- Installation and removal of door hardware
- Codes and Standards (including Life Safety, Fire Ratings and Accessibility)
- Proper adjustments and troubleshooting of door hardware

Includes a Factory Tour

Class size:

- Limited to 12 students

Cost:

- \$200 per student

This includes class materials, three lunches, and three dinners. Hotel and transportation not included.

Dates and Locations:

Aug. 4-7, 2009 New Haven, CT

Dec. 8-11, 2009 New Haven, CT

Installation & Maintenance Training

installation & maintenance

low energy automatic door operators

Introduction to Low Energy Automatic Door Operators

Designed for:

This course provides an introduction to basic applications of the SARGENT MP4000 and MP3000 automatic door operators. The students will assemble electronic components in SARGENT automatic door operators, install and make various adjustments on full size operable doors. Included in the course are hook-ups and adjustments to life-safety electromechanical door closers.

Content:

Subjects covered:

- Catalog information and nomenclature
- MP4000 full service automatic door operators
- MP3000 economy automatic door operators
- Life-safety electromechanical door closers/ holders

Hand-on Exercises:

Students will be teamed with others to fully adjust automatic door operators on full-size operable doors. Teams will be required to connect components into a working system and find solutions when the system doesn't work.

Who Should Attend:

- Applicants for the Preferred Installer Program
- Anyone who sells, services or installs automatic door operators
- Building Maintenance personnel
- Institutional locksmiths
- Distributor personnel
- Door Security Solutions personnel

Course Level:

This is a Level One course designed for individuals who require special knowledge of automatic door operators.

Class size:

- Limited to 12 students

Cost:

- \$50 per student

This includes class materials and one lunch. Hotel and transportation not included.

Date and Location:

September 4, 2009 New Haven, CT

Registration Form for 2009 General Training Courses: Architectural and Electromechanical Hardware

Mail Registration: Copy this form, complete the information and mail it with a check, if applicable, to ASSA ABLOY DSS Training Department, 1902 Airport Road, Monroe, NC 28110. Make check payable to 'ASSA ABLOY Door Security Solutions'.

Credit Card: Payment available with on-line registration.

Online Registration: Visit www.assaabloydss.com, 'Training and Education', and complete applicable forms.

Acceptance of payment does not automatically register you. Due to space limitations, the class may be full. If so, all fees will be returned. You are registered only when you receive a confirmation from us.

For additional information, email training@assaabloydss-cs.com or call 800.438.1951 ext. 6203.

First Name: _____ Last Name: _____

Name For Tag: _____

Position: _____ Company or Facility: _____ Supervisor: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Hardware Products Used

- Mortise Locks
- Cylindrical Locks
- Floor Closers/Pivots
- Exit Devices
- Closers
- Electric Strikes
- Magnetic Locks
- Master Key System

ASSA ABLOY Brands Used

- ADAMS RITE
- CORBIN RUSSWIN
- HES
- MARKAR
- MCKINNEY
- NORTON
- RIXSON
- SARGENT
- YALE

Affiliation

- School District
- College
- Medical
- Office/Commercial
- Government
- Other

Distributor

- Contract
- Wholesaler
- Dealer
- Other

SARGENT

Distributor Course (\$200)

- June 23-26, 2009
- Nov. 17-20, 2009
- Sept. 23-26, 2008
- Oct. 21-24, 2008

Installation and Maintenance Course (\$200)

- Aug. 4-7, 2009
- Dec. 8-11, 2009

Introduction to Basic Electrified

- Hardware and Access Control (\$150)**
- Sept. 1-3, 2009

Advanced Keying Workshop (\$250)

- April 7-9, 2009
- Nov. 3-5, 2009

Low Energy Automatic Door Operators (\$50)

- Sept. 4, 2009

SARGENT Manufacturing
100 Sargent Drive
New Haven, CT 06511 USA
800-727-5477 • www.sargentlock.com

Founded in the early 1800s, SARGENT® is a market leader in locksets, cylinders, door closers, exit devices, electro-mechanical products and access control systems for new construction, renovation, and replacement applications. The company's customer base includes commercial construction, institutional, and industrial markets.

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ASSA ABLOY is the global leader in door opening solutions, dedicated to satisfying end-user needs for security, safety and convenience.