



Gallagher Access Technician Online Course - C892132



Introduction

The Gallagher Access Technician Online Course provides an introduction to the Gallagher Command Centre. The primary focus of training is Access and Alarm management. Other necessary system information including backups and technical utilities are incorporated. The online course is designed to be undertaken as a 3 week e-Learning program of study, including an opportunity to achieve Access Technician Certification via the Gallagher Security Portal for Online Training. It is important to note that attendees who attain Gallagher Access Technician Certification are recognized as neither being advanced nor experienced and without immediate hands-on practice, their skills and confidence will dissipate over time. It is recommended that initially, newly certified technicians should be accompanied on-site by an experienced technician.

Note: Certification is valid for a period of 1 year after which time recertification is required to maintain the qualification.



Goals

Gallagher Access Technician training based on this outline will introduce the procedures necessary to configure:

- Access Control
- Alarm Management
- Reports
- Command Centre

Upon completion of training attendees will have the ability and confidence to configure and support a basic Gallagher system. They will understand system relationships and be able to manipulate systems in support of client requirements.



Prerequisites

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- PC Skills
- Basic understand networks and TCP/IP
- Networks knowledge, hubs and switches
- Cabling CAT5, CAT6, Fibre



Modules

- **Overview of Gallagher Hardware**
 - Power, cabling & communication requirements
 - GBUS & HBUS data protocol
 - 6000 Controllers, Plug-in modules, I/O and Field Devices, T Series Readers
 - Dual Controller Cabinet, Tamper Ingress Protection
- **Software Installation**
 - Operating systems, SQL Server, Key devices and Upgrade paths
- **Backups & Logon**
 - Manual backups & scheduled backups
 - Logon
- **Hardware Configuration**
 - Creating a System Alarm Zone & Creating 6000 Controllers
 - Configuring HBUS devices, Inputs & Outputs
- **Access Zones**
 - Creating Access Zones
 - Access Zone Scenario
- **Creating Doors**
 - Creating a Door
 - Understanding Doors
- **Introduction to Command Centre**
 - Menus, Viewers & Tabs
 - Case Study
- **Operator Groups**
 - Operator Group Scenario
- **Day Categories**
 - Renaming the Default Day Category
 - Adding New Day Categories
- **Calendars**
 - Assigning Day categories to the Default Calendar
 - Special Calendars
- **Schedules**

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- Creating a Cardholder Access Schedule
 - Creating an Access Zone Schedule
 - Schedules for Training & Certification scenario
 - Assigning an Access Zone Schedule to the Foyer Access Zone
 - **Personal Data Fields**
 - Creating Personal Data Fields
 - PDF Scenario
 - **Access Groups**
 - Creating Access Groups
 - Assigning Access, Schedules and Personal Data Fields to Access Groups
 - **Card Types & Cardholders**
 - Card Type Information, Region & Facility Codes
 - Setting up PINs, Disable Inactive Cards feature
 - Adding Cardholders within the Cardholder viewer
 - Adding Access, Cards and populating Personal Data information
 - **Action Plans**
 - Creating a new Action Plan
 - Alarm Zones
 - Setting up an Alarm Zone
 - Setting up the Foyer PIR Sensor
 - Setting up T20 Terminal for Alarms
 - Setting up Cardholder Permissions
 - Setting up User Code
 - T20 Alarms
 - Cardholder Arming and Disarming of Alarm Zones
 - **The Alarm Panel**
 - Tips for using the Alarm Viewer within Command Centre
 - Alarm Priorities
 - Acknowledging & Processing Alarms
 - Acknowledging Multiple Alarms
 - Entering an Alarm Note
 - **Creating a New Alarm Viewer**
 - Viewer Configuration
 - Creating a viewer with different panels
 - Customising Viewers
 - **Reports**

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- Command Centre
 - Overview of Different report types
 - Running a wiring report from Configuration client
 - Creating a New Cardholder by Access Group Report
 - Creating a New Activity Report
 - **Help Files**
 - Using the Help File
 - **CCFT Service Manager**
 - Database Template Utility
 - Creating a Database Template
 - Detaching & Attaching Databases
 - Preparing for software upgrades

 - **Online Evaluation**
 - Introduction to Gallagher's 10-stage Online Evaluation Environment
 - Overview of the Virtual Simulator
 - How the automatic Online Verification app works