

# TRAINING PROSPECTUS MORLEY-IAS



**Honeywell**  
MORLEY IAS  
FIRE SYSTEMS





# About us

Welcome to Morley-IAS, one of the world's leading designers of fire alarm control panels and associated equipment for professional fire alarm installers. Our goal is to deliver unsurpassed value through technical innovation and talented, professional people. We listen to our customers to ensure that we understand not only their product requirements, but also their expectations for customer and technical support.

The ethos of Morley-IAS is to supply products approved to meet local legislation. In the UK, all our fire detection and alarm control panels are designed to meet EN54 Part 2 and Part 4 standards and approved by the LPCB to ensure compliance. The carefully planned evolution of our products over many years ensures that we can provide a panel to maintain or extend existing Morley-IAS fire systems and a system purchased today meets not only your existing needs but can easily grow to satisfy the requirements of tomorrow.

At Morley-IAS our vision is to deliver unsurpassed customer value through talented people and technical innovation. We listen to our customers to ensure that we understand not only their product requirements but also their expectations of services, support and maintenance through the lifetime of the product or system. We supply our products to professional and qualified fire alarm installers who will design and install a complete system for a building as well as providing commissioning and maintenance.

Morley-IAS continually invests in marketing, research and development, ensuring that our products keep pace with leading edge technology, current legislation and market requirements. This strategic investment also includes development of our people's skills so that we can ensure the highest quality of service, support and industry knowledge at all times.





# Training

Our recommendation to all our customers is that operational staff are trained and competent in the use of our products. As a consequence, we provide training free of charge, at our facilities in Leicester and Glasgow.

Details of our range of courses are available in this brochure for you to review prior to booking. You can easily book face-to-face courses, review your training history and take online modules via our 'Learning Management System'. Details of how to access this online resource are given later in this guide. Scheduled dates for programmes will be loaded onto the Learning Management System website at the start of each quarter. Where there are no programme dates that meet your requirements, please contact our Training Teams. We will then record your request, log your delegate names and contact you once we have sufficient delegates to run a programme.

**Customers can also use the Morley Professional website as a resource for software updates, frequently asked questions and other technical information. You will need to register for a login to access this resource.**



# Booking procedure

Take your time to browse through this prospectus of the courses that we offer to all of our Morley-IAS customers.

If there is a course that you would like to reserve a place on, you can do one of the following:

- Log on to the LMS (Learning Management System)
- Speak with your Morley-IAS Business Manager

If you need help with logging into the LMS please contact us (details are at the back of this prospectus).

Once the training is booked you will receive an email confirmation which will confirm the location and start time of the training course. If you are unable to make the course you must cancel as soon as possible otherwise a charge may be incurred.

## Training Locations

### Leicester office

Honeywell  
140, Waterside Road  
Hamilton Industrial Estate  
LE5 1TN

### Newhouse office

Honeywell  
Newhouse Industrial Estate  
Newhouse  
Motherwell  
ML1 5SB

*Please note that training commences at 09:30am, so arrival at your training location by 09:00 am is advised.*



# MORLEY-IAS Training Courses

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>ZX Programming Course</b> Ref: ZXPGC Basic knowledge of product No PC required	1 Day	The course is designed for engineers who will service and carry out maintenance on the ZX Morley-IAS range of equipment.  <b>The course covers:</b> <ul style="list-style-type: none"> <li>• Overviews of the ZX MIAS range of addressable control panels.</li> <li>• Explanation of the main PCB boards.</li> <li>• Overview of loop and communication cards and field wiring. Fault finding techniques.</li> <li>• Insight into the different protocol support on the addressable control panel.</li> <li>• User menu with practical work on the control panel.</li> <li>• The use of the commissioning menu with practical work on simple programming. (Add / remove devices + text)</li> <li>• Gain an understanding of Patterns &amp; Events.</li> <li>• Test on knowledge learned from course.</li> </ul>
Certification Awarded		

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>ZX PC Course</b> Ref: ZXPCC Intermediate course, basic knowledge of product and uses PC tool to program panel PC required	1 Day	The course is designed for engineers who use the Morley-IAS PC tool to program the ZXSE fire control panels.  <b>The course covers:</b> <ul style="list-style-type: none"> <li>• An overview of the ZX range of addressable control panels.</li> <li>• Fault finding techniques.</li> <li>• Using the correct version PC tool to program the control panel.</li> <li>• Transfer of data between PC and panel.</li> <li>• The use of ringing patterns and event numbers.</li> <li>• Practical work.</li> <li>• Assessment of knowledge gained.</li> </ul>
Certification Awarded		

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>ZX PC &amp; Networking Course</b> Ref: ZXPCN Advanced course, good knowledge of product and uses PC tool to program panel and networking panels PC required	1 Day	The course is designed for engineers who will use the Morley-IAS range of equipment with the PC tool and network panels together. The ZX PC course should have been attended first.  <b>The course covers:</b> <ul style="list-style-type: none"> <li>• An overview of the ZX ranges of addressable control panels.</li> <li>• Fault finding techniques.</li> <li>• Using the PC Programming Tool to program panel software.</li> <li>• Practical work (requiring the use of your PC).</li> <li>• Using Ringing patterns + Events.</li> <li>• Using the commissioning menu with more complex programming.</li> <li>• Networking software.</li> <li>• Networking panels (Standard RS485 &amp; HI 485).</li> <li>• Assessment of knowledge gained.</li> </ul>
Certification Awarded		



# MORLEY-IAS Training Courses

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>FAAST LT-200</b> Ref: FAASTLT-200 Advanced course, good knowledge of product and uses PC tool to program panel and networking panels PC required Certification Awarded	1 Day	<p>The course is design for Sales and technical sales staff, project designers and estimators – and of course, installation and commissioning engineers.</p> <p><b>The course covers:</b></p> <ul style="list-style-type: none"> <li>• Introduce you to aspirating systems, the ease of estimating, installation, commissioning and post-sales support provision.</li> <li>• An introduction to the product's performance characteristics and use of the PipelQ design tool to enable job estimation.</li> <li>• Installation features of FAAST LT-200.</li> </ul>

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>ConneXion</b> Ref: DXC Any engineer using DXC product No PC required if not used by engineer	1 Day	<p>The course is designed for engineers who will service and carry out maintenance and commission on ConneXion Panels.</p> <p><b>The course covers:</b></p> <ul style="list-style-type: none"> <li>• An overview of the ConneXion range of addressable control panels.</li> <li>• Features and benefits of ConneXion control panels.</li> <li>• Insight into the different protocol support on the addressable control panel. Fault finding techniques.</li> <li>• Practical work using the User and Commission menu.</li> <li>• PC Programming. (Using a PC to program the panel)*</li> <li>• Networking.</li> </ul> <p><i>* Bring your PC we do not supply a PC or programming leads</i></p>

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>Visualeyez Course (AMX Graphics)</b> Good knowledge of product useful, no panel programming covered graphics programming only PC required	2 Days	<p>The course is designed for engineers who will be using the graphics software package setting up the graphic installing maps and devices.</p> <p><b>The course covers:</b></p> <ul style="list-style-type: none"> <li>• Installing and setting up Visualeyez. (Linking to master panel and PC).</li> <li>• Visualeyez software.</li> <li>• Using the AMX graphics package.</li> <li>• Creating a project scheme (set up a demo).</li> <li>• Run project.</li> </ul>

# MORLEY-IAS Training Courses

The VESDA Training Course Structure is split into 2 disciplines:

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>VESDA ASD Engineering</b>	1 Day	<p>We offer accreditation training for channel partners who wish to sell, design, install, commission, service and maintain VESDA Aspiring Smoke Detection systems (ASDs). The training consists of instructor-led courses that are offered on a regular basis at the XTRALIS Hemel Hempstead Training Academy. In addition, where several persons need training from the same organization, we may offer an on-site training option.</p> <p><b><i>There is a charge per person for the training, which will include all software, product manuals and technical certification</i></b></p>
<b>COST £249 + VAT Per Person</b>		
<b>PC Required</b>		

All Booking enquires please go-to the following webpage:

<http://www.xtralistraining.com/fire.html>

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>VESDA ASD Engineering</b>	1 Day	<p>This 1-day course covers the current range of VESDA ASDs, including the new VESDA-E range, and the ECO gas detector; it covers the product, internal systems and physical wiring. Also covered are elements of VESDA and VSC programming, and a product workshop. The course ends with an accreditation test, successful completion of this test is required for a 2-year accreditation certificate.</p> <p><i>Note: VESDA VEA is only covered to an introduction level on this course and the VEA Advanced Engineering course, in addition, is required to complete full VEA training</i></p>

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>VESDA ASD Engineering Refresher</b>	1 Day	<p>This course is aimed at engineers installing, commissioning and maintaining VESDA ASD Systems that have successfully completed the VESDA ASD Engineering course in the last 3 years but their accreditation is about to or has recently lapsed. This ½ day course allows engineers to renew their VESDA Engineering Accreditation for a further 2 years. The course is designed to refresh the knowledge of the engineer and bring them up-to-date with the latest VESDA products.</p> <p><i>Note: VESDA VEA is only covered to an introduction level on this course and the VEA Advanced Engineering course, in addition, is required to complete full VEA training.</i></p>

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>VESDA ASD VEA Advanced Engineering</b>	Half Day	<p>This course is aimed at engineers installing, commissioning and maintaining VESDA ASD VEA systems. This ½ day course allows engineers to gain knowledge of the latest VESDA VEA technology at an advanced level. It is a prerequisite that those attending this course have successfully completed the VESDA Engineering or VESDA Engineering Refresher course in the past 18 months.</p>



# MORLEY-IAS Training Courses

The VESDA Training Course Structure is split into 2 disciplines:

COURSE TITLE	DURATION	COURSE DESCRIPTION
<b>VESDA ASD Application and Design</b>	1 Day	This 1-day course covers the VESDA product line, including the new VESDA-E range, and its applications. Also covered are elements of VESDA pipework design and an introduction to ASPIRE Pipe Network Design Software. The course ends with an accreditation test, successful completion of this test is required for a 2-year accreditation certificate.
<b>COST £199 + VAT Per Person</b>		
<b>PC Required</b>		

All Booking enquires please go-to the following webpage:

<http://www.xtralistraining.com/fire.html>

## Payment Method

Course fee payments can be made by credit card or company purchase order. Cleared funds are required 14 days in advance of the course commencement date.

## Substitutions, transfers and cancellations of existing course bookings

Notice period before course commences	Substitution of participant from the same company	Transfer to next available course	Cancellation, is the original course fee refundable?
10 working days or more	Yes, no additional fee	Yes, no additional fee	Yes, fully refundable
Between 9 and 5 working days	Yes, no additional fee	Yes, 50% additional fee	Not possible, fee not refundable
Between 4 and 1 working day(s) or more	Yes, no additional fee	Not possible, fee not refundable	Not possible, fee not refundable
Less than 24 hours	Not possible, fee not refundable	Not possible, fee not refundable	Not possible, fee not refundable

*All notices must be sent by email to [info@xtralistraining.com](mailto:info@xtralistraining.com)*

## What should participants bring with them to the course

A laptop computer running Windows 7, or 10 operating system and Microsoft Internet Explorer V11 or later the user requires administration rights.

## What materials do participants receive?

A set electronic course materials and the latest set of VESDA electronic documents.

Upon successful completion, the participant will receive an electronic course accreditation certificate valid for 2 years.

This certificate will be sent out after the course has taken place, please allow 10 workings days.

# Terms and conditions

This training prospectus is available annually and a course schedule quarterly that provides full details of the support services available through the Training Centre. It is a mandatory requirement of a Morley-IAS Customer to ensure their key staff have completed the relevant training. As such, engineers in sales, commissioning and servicing should attend the course set out in the prospectus. It is also advisable to undertake refresher courses as and when appropriate.

## Availability

When there are no programme dates that meet your requirements, please contact our Training Administrator. We will then record your request and contact you once new training dates are scheduled or we have sufficient delegates to run a programme, whichever is sooner.

## Training Costs

The customer will meet all costs for the accommodation and subsistence during the time spend on courses. Hotel bookings are also the responsibility of the customer but please see below a list of weblinks to hotels local to the three centers.

We do not charge for attendance at these programmes or for handouts etc. However, any additional course materials or software tools will be charged directly to the Customer.

### Leicester

[Quorn Granger Hotel](#)  
[Mercure, Granby street](#)  
[The belmont Hotel](#)  
[Holiday Inn, St Nicholas Circle](#)

### Newhouse

[Premier inn Glasgow Motherwell](#)  
[Ridgeland House Bed and Breakfast](#)

## Multiple Delegates

Please respect our rule of a maximum of 2 delegates per Customer per course. This practice is essential to ensure fair allocation of spaces on courses. Please note we reserve the right to remove additional delegates from courses where necessary. If you do wish to send more than 2 delegates, please get in touch with our training administrator, and we'll see if we can accommodate this request.

## Cancellation costs

Morley-IAS reserves the right to charge a fee of £350 per delegate for cancellations that takes places less than three working days before the course commencement date. in the event that a delegate fails to attend on the day of training, the same charges will be levied. No charge will be made where the Customer is able to offer an appropriate replacement delegate for the person who is not attending.

Morley-IAS reserves the right to cancel any programmes that do not have sufficient delegate numbers. In these instances, alternative dates will be offered at the time of cancellation.



# Quick Start

How to access and use the platform, including how to book courses and online training.

## Login

<http://hls.server.tracorp.com/>

The username is your **first name-space-second name** with first letter capitals (e.g. Joe Bloggs).

The password is **Password1** and must be changed when you log in for the first time.

If you do not have a profile set up, please contact our Training Administrator

## View Training Schedules

Once you have logged on you will see this screen, which shows the courses that have been assigned to you.

Courses must be completed in the required order.

- 1 The 'search' tab allows you to search for up and coming courses available for you to book.
- 2 The 'My Content' tab contains:
  1. My Classroom Sessions
  2. My Live Online Sessions
- 3 These are all the courses that have been assigned to you.

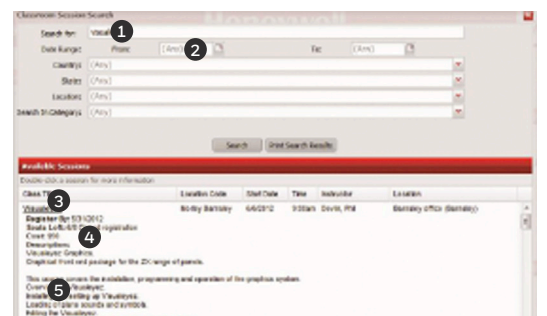


# Guide

## Learning Management System

### Book Training

Search for courses and find out more information about them. Once you have signed up for a course you will receive an email confirming your place on the course, subject to a PO being sent to the Training Administration. By clicking 'My Content' (see above) you will be able to view your sessions.



- 1 Search for keywords, e.g. DX Connexion
- 2 Search for dates
- 3 Course title
- 4 Places left on the course
- 5 Additional course information

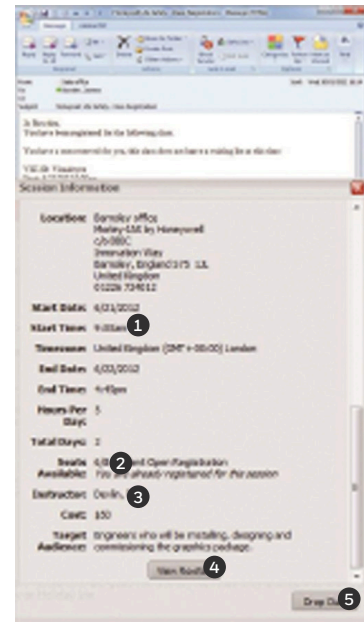
## Confirmation of your course

Your email confirmation will include your course title, training location details and additional information.

## Cancel places booked on training courses

If you need to drop out of the course, you can do so here. Your PO for £50 will only be invoiced if you drop out within three working days of the start date for the course. 5

- 1 Start date and time for the course
- 2 Number of places on the course
- 3 Trainer's name
- 4 View roster of delegates for the course Click here to drop out
- 5



## Access online training modules

By clicking 'My Content' you will be able to access online training module and store and access training records 1

## Retrieve Certificate

1. On your profile homepage, select 'Profile' From the top ribbon.
2. Under the 'Resources' section, select 'Certificates'
3. Any Certificates you have achieved will be listed. These can be saved/ printed by selecting 'Download'.





# Contact Details

## Trainer

Phil Devlin  
philip.devlin@honeywell.com

## Training administrators

T: 0203 409 1779 Option 5

## Technical Services Team Leader (Technical Support and Training)

Peter Dodge  
peter.dodge@Honeywell.com  
T: 0116 2462099

*For further details on any other Morley-IAS product please contact your local distribution point, Morley-IAS Business Manager or via our contact details.*

### **Honeywell Morley-IAS**

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