



BOSCH

Access Control Systems



Train-the-Trainer Guide for Access Management System (AMS)

The AMS Train-the-Trainer program will enable you to educate your customers in the Access Control solution, Access Management System (AMS). As a certified AMS Trainer, you can offer greater services to your customers. You will be able to host your own trainings with full flexibility on dates and location. Customers who participate in your training can earn the **Access Management System Technical Certification** on the KEENFINITY Academy.

Requirements

1. Earn the AMS Train-the-Trainer Certification

The AMS Trainer certification is an investment in your knowledge and skills. Not only do you need familiarity with the product, but you will also need to understand how to deliver our AMS message and facilitate training exercises. The Train-the-Trainer curriculum will equip you with the information you need to conduct your own AMS trainings.

AMS Trainer Curriculum

Title	Description
AMS Technical Expert Certification	Certification, earned as prerequisite
AMS Train-the-Trainer overview	Web-based training
AMS Train-the-Trainer session	Hands-on, in-person coaching session with a KEENFINITY trainer
AMS Train-the-Trainer assessment	You demonstrate your training and receive an evaluation

2. Provide a training location with dedicated equipment > Workstation

In order to offer successful trainings, you must have the adequate space and equipment. It is important to have a **designated training space**: a separate training room or meeting room that can be used for trainings.

Additionally, you must have the necessary equipment reserved solely for training activities. It is recommended to install equipment on a stand.

For each session you should have **one training kit for every two participants**, along with a separate kit for the trainer.

Recommended Bosch equipment

Qty	Commercial Type No.	Material #	Description	Comments
1x	APC-AMC2-4R4CF	F.01U.407.653	Door Controller RS485	RS485 is recommended, but Wiegand may also be used
1x	APS-PSU-60	F.01U.282.970	AMC Power Supply Unit	
1x	ARD-AYBS6260	F.01U.166.055	LECTUS duo 3000C Card reader, MIFARE classic, without keypad	For other reader options, see list of recommended readers in Appendix
1x	ARD-AYBS6360	F.01U.166.056	LECTUS duo 3000 CK Card reader with keypad, MIFARE Classic	For other reader options, see list of recommended readers in Appendix
5X	ACD-MFC-ISO	F.01U.218.378	MIFARE classic access cards, 1kB	(5 pieces out of 50-pack included in starter kit)
1X	AEC-AMC2-UL01	F.01U.330.018	AMC enclosure with 1 DIN rail	Optional

Workstation

For successful training, make sure workstations meet hardware and software requirements as specified in the datasheet for the latest version of AMS.

It is advised that participants bring their own machines so they can leave with a configuration for further practice. Participants should be advised to meet hardware and software requirements. Before training, they should prepare by installing AMS on their PC.

Ensure that the latest software updates are installed. All products should have the latest firmware version.

AMS 6.0 Server requirements

	Description
Supported operating systems Installations on other operating systems may succeed, but are entirely without warranty.	<ul style="list-style-type: none"> Windows Server 2019 (Version 1809 LTSC) (64bit, Standard, Datacenter) Windows Server 2022 (64bit, Standard, Datacenter) Only in workgroup environments, no domain support: Windows 11 Professional and Enterprise 24H2 (x64) Windows 11 Enterprise LTSC 24H2 (x64) Windows 10 Enterprise LTSC 2021 (x64) <p>Ensure that the latest software updates are installed.</p>
Remote database	<ul style="list-style-type: none"> SQL Server 2019 Note: The default database delivered with this system is SQL Server 2019 Express edition with advanced services
Minimum hardware requirements	<ul style="list-style-type: none"> Intel i7 processor generation 10 (gen 13 recommended) 16 GB RAM (32 GB recommended) 250 GB of free hard disk space Hard disk transfer rate 300 MB/s with < 10 ms average response time (SSD recommended) Graphics adapter with 256 MB RAM A resolution of 1280x1024 (Use the graphic resolution recommended for the client if you wish to run the Map View client on the AMS server). At least 32 k colors 1 Gbit/s Ethernet card A free USB port or network share for installation files

Mobile Access for RS-485/OSDP

Qty	Commercial Type No.	Material #	Description	Comments
1x	ARD-SELECT-XX	F.01U.389.XXX	LECTUS select Reader, OSDP, BLE	Choose from any LECTUS select model
1x classroom			Wifi Router	Must allow for domain name resolution

Mobile Access for Wiegand

Qty	Commercial Type No.	Material #	Description	Comments
1x	ARD-AYBS6260	F.01U.166.055	LECTUS duo 3000C Card reader, MIFARE classic, without keypad	Other compatible readers include STid Wiegand and LECTUS secure (iCLASS SE)
1x classroom	ARM-BLUE-WI	F.01U.430.768	LECTUS blue Reader module, BLE, Wiegand	
1x classroom			Wifi Router	Must allow for domain name resolution

Additional equipment:

- Network switches and cables

Please contact your local KEENFINITY sales representatives for **demo discounts** to equip your training location.

3. Follow our training concept and use our material

In order to be successful in the Train-the-Trainer program, we ask that you stay consistent with using our training concept and training materials.

For this AMS trainer certification, you will be teaching one course, the **Access Management System (AMS) Expert Level Training**. In this two-day course, you will be introducing participants to Bosch access control hardware and software. The bulk of the training is step-by-step practical guidance on setting up and configuring AMS.

As a certified trainer, you will be given access to the materials you need to conduct training. This includes PowerPoint slides, exercises and additional supporting material such as short video tutorials. You will also receive a guide to the exam so you can assure you are teaching participants content covered in the exam.

Translation of materials

Please note that we will supply all materials in English, and we cannot provide any other languages. Of course, you are free to translate the material into the language you need for your class.

4. Conduct training through KEENFINITY Academy

All trainings are hosted through our learning management system (LMS), the **KEENFINITY Academy** (also referred to as "the Academy"). Every participant in your training will complete their certification through the Academy. The Access Control training team will support you through this process.

Registration: Your classes and participants must be registered in the Academy. This is necessary to track completion of the pre-requisites and to manage attendance. Students will only be able to access the certification exam in the Academy.

Class creation: The training team will need to create your classes in the Academy. You will need to send these details to us at least **3 weeks** before training will take place. This is done by submitting the Class Registration form.

Course administration: We can grant you rights to log in to the Academy and manage attendance for your classes. You will need to mark participants as attended so then they will have access to the final exam.

When your students complete all of the training plan steps, they will earn their **AMS Technical Expert Certification**.



5. Maintain **Trainer certification** with continuing education

The AMS Trainer certification is a continued responsibility and requires maintenance and continuing education. This requires a commitment from you and from us.

Product release trainings

As an AMS trainer, you will need continuing education when there are new product releases. We will conduct Train-the-Trainer update sessions to ensure you have the latest product knowledge and training resources.

Trainer Recertification

As with our other certifications, your certificate will be valid for 2 years. After this time recertification will be necessary. To recertify, you will complete a recertification course to ensure your product knowledge has stayed up to date. You will be prompted before it is time to recertify and given a year to complete your recertification.



Summary

Steps to become a certified AMS Trainer:

1. Earn AMS Technical Expert Certification.
2. Enroll in AMS Train-the-Trainer Certification.
3. Complete this AMS Train-the-Trainer Overview web based training.
4. Attend a Train-the-Trainer session with a KEENFINITY trainer.
5. Pass the Train-the-Trainer Assessment. After passing you will receive your AMS Trainer Certificate!

Once certified, you can conduct trainings with the following steps:

1. Send details of training classes and registrations to the training team to be set up in the Academy at least 3 weeks before training.
2. Receive information if participants have done the online trainings as pre-requisites from the training team 1 week before the training.
3. After class has taken place, log in to the Academy and access the attendance report. Enter student attendance for your class. This opens the exam for participants.
4. After passing the exam, students will receive their certification. It will be sent directly to participants via email and also can be downloaded in the Academy.

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Visit keenfinity-group.com/training for more information

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