



International Training Institute

For the Sheet Metal and Air Conditioning Industry

Course Syllabus	Last Updated: January 20, 2014
Course Name	Benchmark Administration
Format	Online
Course Sign-up	http://www.sheetmetal-iti.org click Resources and then Training Catalog
Contact	CourseSupport@iti-sheetmetal.org
Requirements:	None
Description	This Benchmark BIM Software Administration Certification Course covers Benchmark database management, user management, and major software upgrades applied by the administrator.
Learning Outcomes	<p>Upon completion of this course, students will be able to:</p> <ul style="list-style-type: none">• Lesson 1: Benchmark Database Overview – Understand Benchmark database, how to request a Benchmark database, and the Benchmark Synchronized database.• Lesson 2: User Management – Understand how to manage users and restrict access.• Lesson 3: Database Management – Understand how to create, rename, delete and backup a Benchmark database.• Lesson 4: Software Upgrades and Licensing – Understand how to manage major Benchmark software upgrades and license computers for other users.
Grading Scale	The course is composed of one exam. You must score 70% to pass. The exam can be retaken until 70% is achieved.
Certification Renewal for Online Certifications	If a certification can be earned by taking an exam at the online Learning Portal, then passing the online certification exam is the only way to renew the certification. Classes currently offered at the Learning Portal include Administration and Fitting Input. Go to the iTi Member Website at http://www.sheetmetal-iti.org and click the Training Catalog Tab to sign up and take the course.