

**Presents A 2.5 Day Technical Short Course on
“Improving the Quality of Master Data”
June 25-27th Teddington, London**

About the Course

ECCMA is a non-profit membership association created to research and develop standards that would help buyers obtain better quality master data from their suppliers. Known for its original work in creating the UNSPSC, as an international commodity classification, the association has teamed up with NATO, the world leaders in cataloging, to develop and promote open international standards for cataloging under ISO 22745 (open technical dictionaries and their application to cataloging) and ISO 8000.

The eOTD and its associated XML data exchange formats are designed to provide a simple, reliable solution to creating unambiguous language independent descriptions for use in vendor, material and service master records that support today's ERP applications.

The course focuses on practical solutions for creating and maintaining master data to improve procurement, inventory management and spend analysis. The course covers strategies that are known to yield “Faster—Better—Cheaper” cataloging of both goods and services with a resulting increase in the performance of ERP applications and a reduction of free text spend.

Course Objectives

- To learn the fundamentals of managing master data
- To understand the fundamentals of data cleaning
- To introduce the ECCMA Open Technical Dictionary and ISO 22745
- To introduce ISO 8000 as a tool for promoting cataloging at source
- To review a range of eOTD strategies

Course Process

The course will take place over two and half days and will consist of fourteen sessions including presentations, on-line demonstrations and classroom exercises followed by workshop presentations.

A number of workshop sessions involve work on-line to the internet. If possible, attendees should bring laptop computers with them for this purpose. Where this is not possible, attendee must inform sparesFinder no later than one week prior to the workshop so that appropriate hardware can be provided.

Course Outline

- History of the NATO Codification System and eOTD
- eOTD Design-ISO 22745
- Cataloging; preparing the data and adding the eOTD class code
- Cataloging; abstracting and enriching data
- Obtaining and Managing Master Data
- Master Data Quality- ISO 8000-110
- Managing a data cleaning project
- Costing a data cleaning project
- Developing a cost benefit analysis
- Team presentations



**Training manual, CD and course completion certificates are
provided to all attendees.**

Who Should Attend?

- Senior procurement personnel with overall responsibility for content and cataloging
- Personnel managing Master Data cleaning projects
- Personnel with overall responsibility for the management of Engineering spares
- IT professionals considering the viability of internet based spares management processes
- Managers wishing to compare procurement performance between distributed sites
- Project Managers of new construction projects seeking to involve part suppliers through e-commerce portals

Your Course Presenter

Mr. Peter Benson is the Executive Director and Chief Technical Officer of the Electronic Commerce Code Management Association (ECCMA).

Peter is an expert in distributed information systems and content encoding. He designed one of the very first commercial electronic mail software applications, WordStar Messenger. WordStar Messenger was granted a landmark British patent in 1992 covering the use of electronic mail systems to maintain distributed databases.

Following this, Peter designed and oversaw the development of a number of strategic distributed database management systems used extensively in the UK and US by the Public Relations and Media Industries. From 1994 to 1998, Peter served as the elected chairman of the American National Standards Institute Accredited Committee ANSI ASCX 12E, the Standards Committee responsible for the development and maintenance of EDI standard for product data.

Peter is known for the design, development and global promotion of the UNSPSC as an internationally recognized commodity classification and more recently for the design of the eOTD, an internationally recognized open technical dictionary based on the NATO codification system.

Peter is the Project Leader for ISO 22745 and ISO 8000 as well as the ISO TC 184/SC 4 Quality committee convener. He is an expert in cataloging systems which are critical to e-Commerce. Peter is an internationally recognized proponent of Open Standards.

Workshop Dates

Day 1 25 June 2007 9:00 17:00 - Registration from 8:00

Day 2 26 June 2007 9:00 17:00

Day 3 27 June 2007 9:00 14:00

Workshop Location & Accommodations

Lensbury	t 020 8614 6500
Broom Road, Teddington	f 020 8614 6502
Middlesex TW11 9NU	www.lensbury.com

Workshop Costs

Course Fees

- **Member £325 ex. VAT** includes Course, Lunch, Tea/coffee and Biscuits
- **Non-Member £625 ex. VAT** includes Course, Lunch, Tea/coffee and Biscuits

The Fees with Accommodation, breakfasts and evening meals

- Member arriving Sunday evening on the 24th June and leaving Wednesday afternoon on the 27th June - £ 616 ex. VAT
- Non-Member arriving Sunday evening on the 24th June and leaving Wednesday afternoon on the 27th June - £ 866 ex. VAT
- Member arriving Monday morning on the 25th June leaving Wednesday afternoon on the 27th June - £ 575 ex. VAT
- Non-Member arriving Monday morning on the 25th June leaving Wednesday afternoon on the 27th June - £ 825 ex. VAT

There is an option to stay over on the Wednesday evening for a Bed and Breakfast rate of £81(ex. VAT)

Registration Form for 2.5 Day Data Quality Course

Lensbury, Broom Road, Teddington, London

June 25-27th 2007

Complete and fax to sparesFinder +44(0)121 453 8831 or email your registration to diane@zinmarketing.co.uk.

1. Complete Name of Organization	
2. Street Address of Organization	
3. City, State, Zip Code	
4. Telephone (Include area code)	5. Fax Number (Include area code)
6. Name of Participant	7. E-mail address of Participant
Additional Participants	
_____	_____
Name	Email
_____	_____
Name	Email
_____	_____
Name	Email
8. Will you be bringing a laptop to the course? Yes No	
Cost	
<ul style="list-style-type: none">• Member: £325 plus 17.5% VAT = £381.88 - includes Course, Lunch, Tea/coffee and Biscuits• Non-Member: £625 plus 17.5% VAT = £734.38 - includes Course, Lunch, Tea/coffee and Biscuits	
The Fees with Accommodation, breakfasts and evening meals	
<ul style="list-style-type: none">• Member arriving Sunday evening on the 24th June and leaving Wednesday afternoon on the 27th June - £ 616 plus 17.5% VAT = £723.80• Non-Member arriving Sunday evening on the 24th June and leaving Wednesday afternoon on the 27th June - £ 866 plus 17.5% VAT = £1017.55• Member arriving Monday morning on the 25th June leaving Wednesday afternoon on the 27th June - £ 575 plus 17.5% VAT = £675.63• Non-Member arriving Monday morning on the 25th June leaving Wednesday afternoon on the 27th June - £ 825 plus 17.5% VAT = £969.38	
There is an option to stay on the Wednesday evening for a Bed & Breakfast rate of £81 plus 17.5% VAT = £95.18	

9. Charge £ _____ to my ___ American Express ___ Visa ___ MasterCard	
Credit Card Number	Valid from: / Expires: /
Cardholder's Name	3 digit security number
Signature	Date

Confirmation of your attendance will be issued on receipt of payment or purchase order details.
Purchase orders can be faxed to (+44(0)121 453 8831)

Payment may be made by Electronic Funds Transfer. Please contact us for account details

Cancellations must be sent to Diane Hawthorn (diane@zinmarketing.co.uk) and received by sparesFinder at least seven (7) days prior to the start of course, in which case 75% of course fees paid will be refunded.