Hexagon Smart 3D Administration

Day 1: Introduction to Hexagon Smart 3D and Administration Concepts

1. **Introduction to Hexagon Smart 3D Administration**
   - Understanding the role of administration in Smart 3D projects
   - Overview of Smart 3D architecture and components
   - Importance of efficient project setup and management
2. **Smart 3D Administration Environment Setup**
   - Installing and configuring the Smart 3D administration tools
   - Connecting to the Smart 3D environment
   - Navigating the administration interface
3. **User Management and Access Control**
   - Managing user accounts and roles in Smart 3D
   - Setting up access permissions and privileges
   - Implementing security measures for project data

Day 2: Project Configuration and Data Management

4. **Creating and Configuring Smart 3D Projects**
   - Planning and creating Smart 3D projects
   - Defining project attributes and settings
   - Project organization and folder structure
5. **Catalog and Specification Management**
   - Managing equipment, piping, and structural catalogs
   - Creating and modifying material specifications
   - Ensuring data consistency and standardization
6. **Data Loading and Integration**
   - Importing external data into Smart 3D projects
   - Mapping and transforming data from various sources
   - Verifying data integrity and resolving discrepancies

Day 3: Model Management and Workflows

7. **Model Hierarchy and Object Relationships**
   - Understanding the model hierarchy in Smart 3D
   - Establishing relationships between objects
   - Utilizing model views and filtering techniques
8. **Model Checks and Quality Control**
   - Implementing model review and quality control processes

- Running checks for clashes, gaps, and overlaps
- Resolving design inconsistencies and issues

9. **Workflow Configuration and Coordination**
    - Defining engineering and design workflows
    - Assigning tasks and responsibilities to users
    - Monitoring and tracking project progress

Day 4: Collaboration and Reporting

10. **Collaboration and Clash Detection**
    - Enabling collaboration among multidisciplinary teams
    - Conducting clash detection and interference checks
    - Integrating clash resolution into the design process
11. **Drawing and Report Generation**
    - Creating engineering drawings and reports
    - Customizing templates and layouts
    - Automating the generation of documentation
12. **Versioning and Change Management**
    - Managing design changes and revisions
    - Tracking version history and design iterations
    - Implementing change review and approval processes

Day 5: Performance Optimization and Best Practices

13. **Performance Optimization and Troubleshooting**
    - Identifying performance bottlenecks in Smart 3D
    - Implementing optimization techniques for large projects
    - Troubleshooting common issues and errors
14. **Backup and Disaster Recovery**
    - Developing backup and recovery strategies
    - Ensuring data integrity and disaster preparedness
    - Performing data restoration in case of emergencies
15. **Final Project and Certification**
    - Applying Smart 3D administration concepts to a practical project
    - Presenting the project setup and management approach
    - Evaluation and assessment for the Hexagon Smart 3D Administration Certification