

# STRUCTURAL CAD TRAINING MATRIX

Employee Name\_\_\_\_\_ Trainers Name\_\_\_\_\_

## Section 1: General

Date	Initials	Task
		Department Workflow
		Understanding forms utilized
		Mockups / Proofing

## Section 2: Safety

Date	Initials	Task
		Lifting
		Handling cutting blades and tools

## Section 3: Software and Equipment Operation

Date	Initials	Task
		ArtiosCAD DesignLab Software
		Networking
		File manipulation
		File storage
		XL20 table operation
		Table and material requisitions
		Changing waste container

## Stage 4: Basic Maintenance

Date	Initials	Task
		Housekeeping
		Cutting knives
		System cleaning & table top replacement

## Stage 5: Advanced Maintenance

Date	Initials	Task
		Esko-Graphics