

SWISS APPROVAL INSTITUTE

ERASMUS +

ACTION KA1



EDUCATIONAL PROGRAMS

Inbound Strategy:

**Email marketing and techniques that
increase sales**

This training seminar includes a comprehensive program for learning the techniques and requirements of e mail marketing and consists of:

- 36 hours of live streaming.
- Theoretical training.
- Techniques and tools that will gain the interest of potential customers.
- Case Studies.
- Work at the end of each section.
- Guidance for designing, creating and evaluating the performance of your campaign
- Design plan

**The participants will gain knowledge about:
Popular inbound marketing techniques related to email &
leads.**

- Basic principles and practices of email marketing with immediate application.
- Creating lead magnets to collect emails in the database more easily.
- Creating and designing a landing page that encourages the visitor to continue.
- Creative pop-ups and ebooks for a comprehensive approach to inbound marketing strategy.
- Parallel each other in corporate social media that complement each other for the implementation of the sale.

PROGRAM SPEAKER

Jo Ioannidou is a Digital Strategist, a graduate of the British University(UCLAN) with a BA(HONS) and an MBA in Business Administration from EEDE. With experience as a Community Manager and collaborations with large and medium- sized companies, he creates quality content by applying effective Inbound Marketing techniques. He holds a Diploma in Digital Marketing from EEDE and has participated in the Word Correction. Laboratories in Ianos. He has written an educational book through a competition of the Ministry of Education that was taught at the TEE in 2008. He believes in lifelong learning and is constantly informed about the new trends in the field of digital marketing.

**Food Hygiene and Safety
Rules/Application of the HACCP
Procedures in Public and Private
Nurseries**

CONTENTS Participants will gain basic knowledge about:

- The principles of hygiene and food safety.
- The HACCP principles proper handling of food during their preparation, preparation and/or sanitation. Observance of hygiene rules.
- The good practices in the cleaning and sanitation of the premises.
- The prevention of foodborne illness
- Prerequisite food safety programs (PRP).
- The requirements of national legislation.
- The guidelines of EFET (Unified Food Control Agency).
- The understanding of responsibilities.

LEARNING OBJECTIVES

This seminar focusing on the specific requirements of nurseries and kindergartens which are categorized at the highest level in terms of risk assessment (Level III), provides guidelines for the proper establishment and implementation on HACCP procedures, which is considered mandatory under Community and National legislation.

PROGRAM REPORTER

**Mavrogenakis Frangiskos(MSC,MBA)
Head of Food Safety, Swiss Approval T.B.
Chief Inspector of SDAT, FDA**

**Chief Inspector/ Inspector of Food Safety
Management Systems**

The seminar including a comprehensive training program on Food Safety Management Systems consists of:

- Theoretical training through lectures by experienced and renowned speakers/ professionals in the field.
- Simulation of Inspections in Realistic Conditions.
- Case Studies.
- Guidance for the Design, Development and Implementation of the Systems Food Safety Management (FSMS)

CONTENTS

Participants will acquire basic knowledge and practical skills related to:

- Familiarity with the new standard ISO 22000:2018.
- Familiarity with the requirements of ISO 19011. ISO/TS 22003 and ISO standards.
- Understanding the concepts, approaches, methods and techniques used to the implement and effectively manage a food safety management system (FDA)

- Food safety legislation.
- The GATT requirements: scope, regulatory and legal requirements, food safety policy, verification, required documentation, HACCP plan and so on.
- The design, conduct and inspection report of an SDAT, according to ISO 22000:2018
- Understanding the responsibilities of the Chief Inspector.

PROGRAM SPEAKER

Dr Maria Smyrniotaki (BSC, MSC, PHD) Food Safety Responsible Person, Swiss Approval T.B., Chief Inspector ISO 22000Q2018.

Mavrogenakis Frangiskos (MSC, MBA), Head of Food Safety. Swiss Approval T.B., Chief Inspector of SDAT, FDA.

**“ISO 9001:2015,
Chief Inspector/ Inspector Quality
Management Systems”**

This training seminar includes a comprehensive program for learning the principles and requirements of the ISO 9001:2015 standard for Quality Management Systems and consists of:

Theoretical training through lectures by experienced and renowned speakers/ professionals in the field. Simulation of inspections in realistic conditions.

Case Studies

Guidelines and policy framework for the Perfect Design, Development and implementation of Quality Management Systems (QMS).

KNOWLEDGE OBJECTIVES OF THE PROGRAM

- Understanding, deepening and familiarization with the requirements of the ISO 9001:2015 standard.
- Understand the structure of a Quality Management System (QMS), strategies and policies and the required documentation.
- Planning and inspection of an AMS, according to ISO 9001:2015.
- Understanding of responsibilities of the Chief Inspector.
- Actions after the inspection and process of continuous improvement of the inspectors.

PROGRAM SPEAKERS

Mavrogenakis Frangiskos (MSC,MBA), Head of Food Safety, Swiss Approval T.B.

Chief Inspector of SDAT,FDA

Chief Inspector/ Inspector Quality Management

Kouklaki Eurydiki (MSC) Chief Inspector of Management Systems

**The Modern Cashier Level 2:
Counterfeit Identification and Banknote
Suitability Criteria**

Cashier training in the identification of genuine or non-genuine banknotes.

Given the intense phenomenon of the counterfeit EURO banknotes in our country, the need arose for the immediate , fast and above all valid recognition of the authenticity or not (counterfeit- genuine but unsuitable for circulation) of the money that comes into our possession without the use of the mechanical means.

In particular , in the case of the cashier this need was deemed imperative, since the problems from the use of banknote sorting machines have already appeared.

CONTENTS

- The topics of the seminar are as followed:
- General information-presentation of the two series of banknote
- Touch banknote control-security measures
- Visual inspection-safety measures
- Angle examination
- Advanced security measures
- Use of specialized equipment
- Criteria for exchange ability of unsuitable banknotes
- Banknote sorting standards for their suitability
- Composite banknotes
- Euro coins of dubious authenticity
- General instructions of individuals-institutions that manage cash.

Program Presenters

The speakers are specialized
Examiners of Euro Banknotes and Coins- Expert of the
Hellenic police in matters of dubious authenticity of
securities, forms and documents in general.

International Welders Program



The program of International Welders is carried out by the independent training department of the Hellenic Welding Institute (TEC), according to the standards of the International Welding Institute, at 96 Trebizond Street & Digeni Akrita in Eleusis.

Obligation for training and certification of welding staff based on the authorizations of the Hellenic Institute by the above International Institutes.

Theoretical Education

Module A: Basic welding principles 1, corner welding -20 hours

Module B: Basic principles of welding 2, front welding on plates- 18 hours

Module C: Basic welding principles 3, pipeline welding – 7 hours

Module SA: Principles of welding with the Electronic method- 5 hours

Module ST: Principles of welding with the TIG method- 5 hours

Module SM: Principles of welding with the MIG/MAG method- 7 hours

Module SG: Principles of welding with oxy-Fuel method – 5 hours

Module PSS: Welding of stainless steels – 8 hours

Module PAL: Welding of Aluminum Alloys – 8 hours

Practical training

- MMA Electrode method 440 hours(C.S., S.S.)
- TIG method 600 hours(300 hours C.S., S.S. and 300 hours Al.)
- MIG/MAG method 725 hours (455 hours C.S., S.S. and 270 hours Al.)
- Oxyacetylene flame method 200 hours. (C.S.)

Όπου: C.S.carbon steel,

S.S. stainless steel,

Al aluminum–

Fiber Optic Program



1. CFOT® – Certified Fiber Optic Technician

Is the main FOA certification for all fiber optic applications CFOTS provide the appropriate knowledge, skills and abilities almost any job-design, installation, operation-for almost any application outdoor installation, indoor, industry, etc.

1.1. Objectives: From this lesson you should learn:

- What does “fiber optics” mean
- How fiber was developed and used in communications
- The difference between “outside plant” and “premises” fiber optics
- Some advantages of fiber optics
- What standards cover fiber optics
- How to work with fiber safely

1.2 . Objectives: From this lesson you should learn:

- The language of fiber optics
- Systems of measurements used in fiber optics
- Specialized fiber optic terms

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1.3. Objectives: From this lesson you should learn:

- The advantages of optical fiber as a communications medium
- How optical fiber is used in communications systems
- Other uses for fiber optics
- Why use fiber?

1.4. Objectives: From this lesson you should learn:

- How fiber optic data links and transmission systems work
- What components are used in transceivers
- Types of sources and detectors used in transceivers
- Performance parameters of fiber optic transmission systems

1.5. Objectives: From this lesson you should learn:

- The types of fiber optic cables and their applications
- Differences between outside plant and premises cables
- Specifications for fiber optic cables
- Fiber Optic Cable Design

1.6. Objectives: From this lesson you should learn:

- The difference between connectors and splices
- Requirements for connectors and splices
- Connector styles
- Termination types of connectors
- Splice types
- Splicing procedures
- Connectors or Splices?

1.7. Objectives: From this lesson you should learn:

- What is involved in a fiber optic installation
- The role of the contractor and installer
- How to prepare for the installation
- What is involved in the installation process
- How to verify the quality of the installation
- Safety for fiber optic installations

Objectives: From this lesson you should learn:

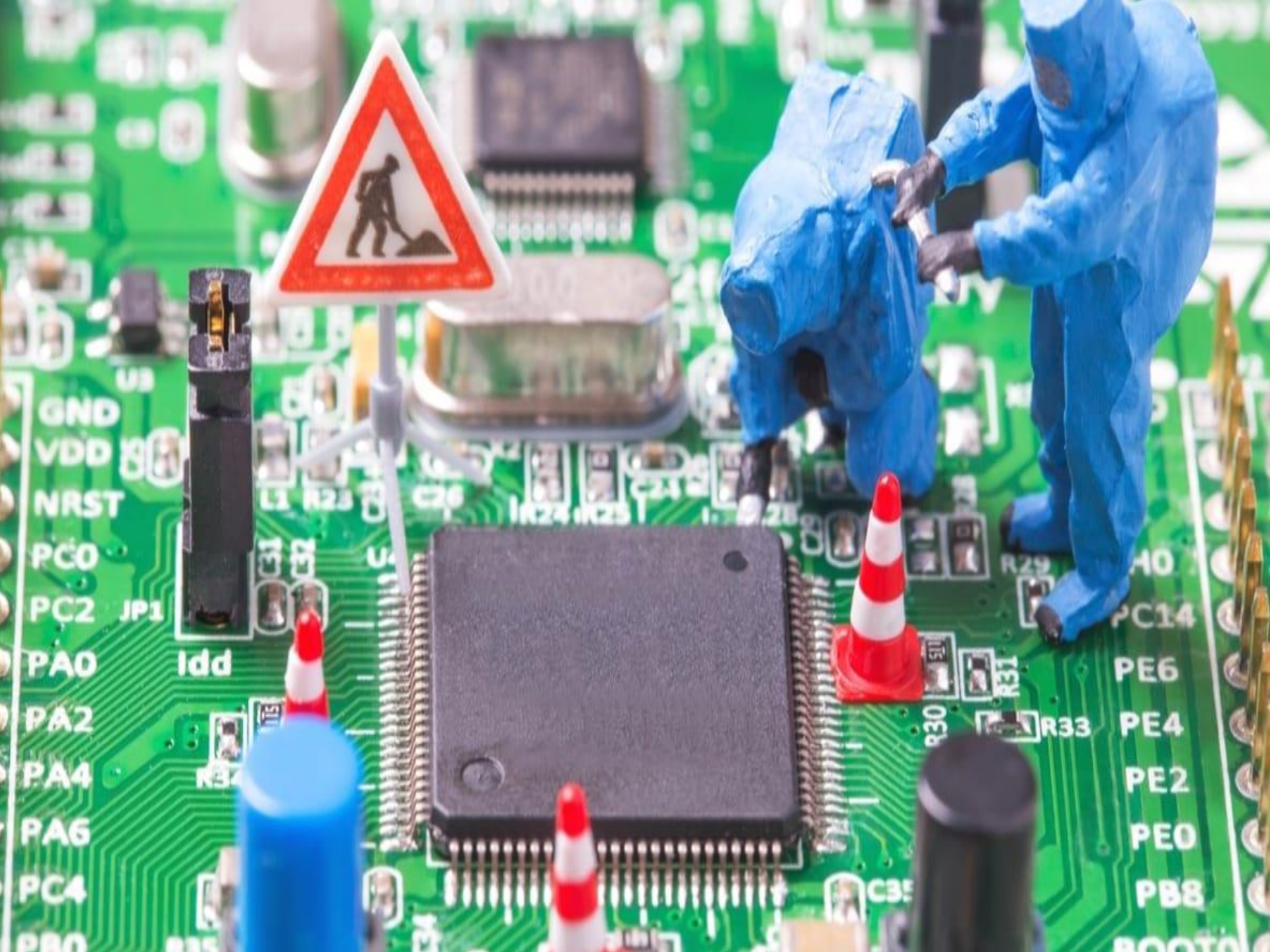
- What parameters need to be tested
- What instruments are used for fiber optic testing
- How to perform basic fiber optic testing
- Measurement uncertainty in fiber optic testing
- How to troubleshoot problems
- Fiber Optic Tests

2. CPCT Certified Premises Cabling Technician,

Curriculum should cover the following topics:

- Overview of facility wiring-cable , fiber and wireless communication systems using indoor cabling facilities structured cabling specifications.
- UTP and coax copper cable fiber optic wiring for wireless connection.
- Design of space cabling networks installation of space cables and fiber optic installation.

Troubleshooting and repair of printed circuits



GND
VDD
NRST
PC0
PC2
PA0
PA2
PA4
PA6
PC4
PB0

Idd

R34

R35

U3

R23
C26

U4

R31

R32

R33

R37

C35

R38

R39

R40

R41

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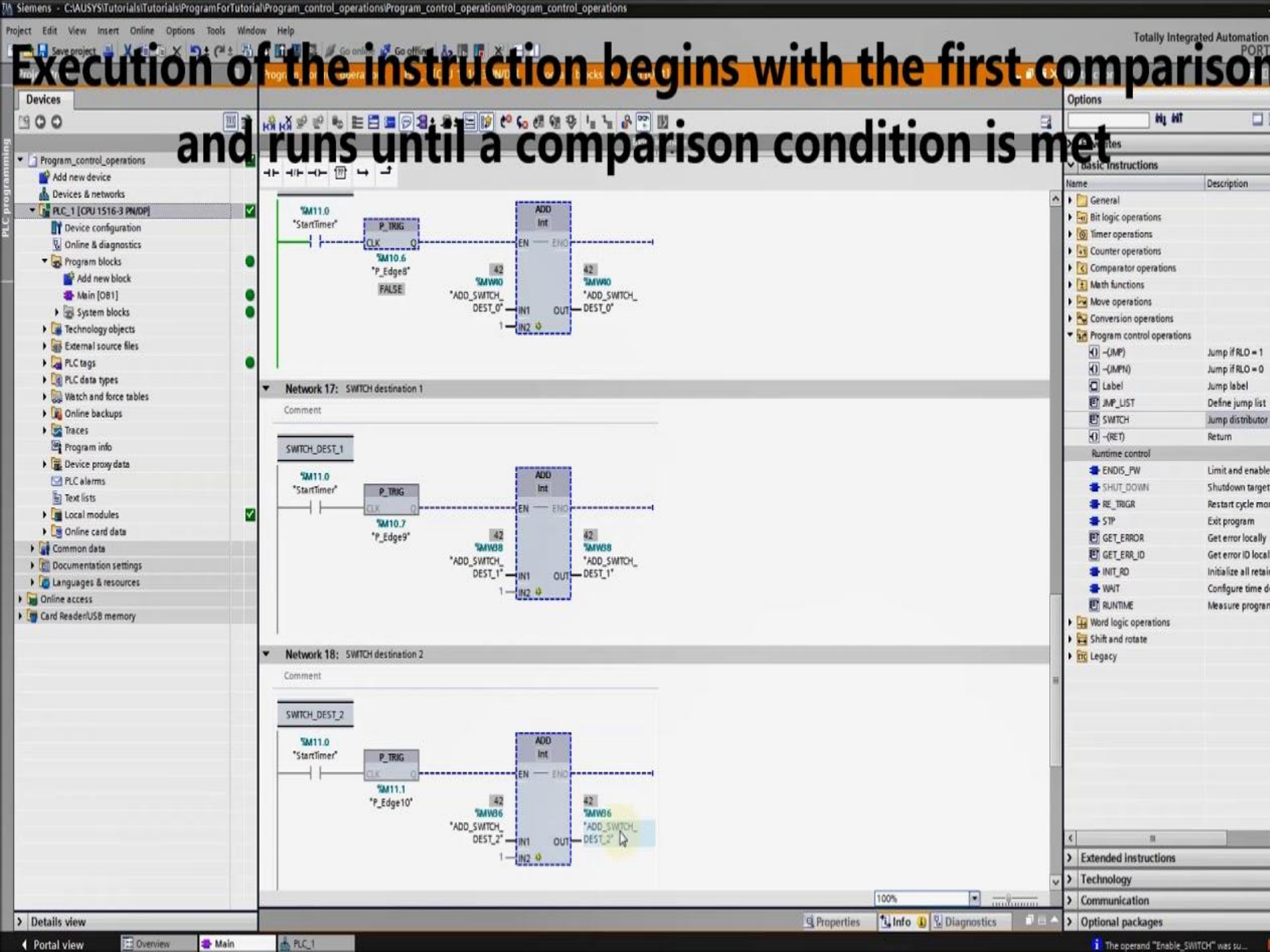
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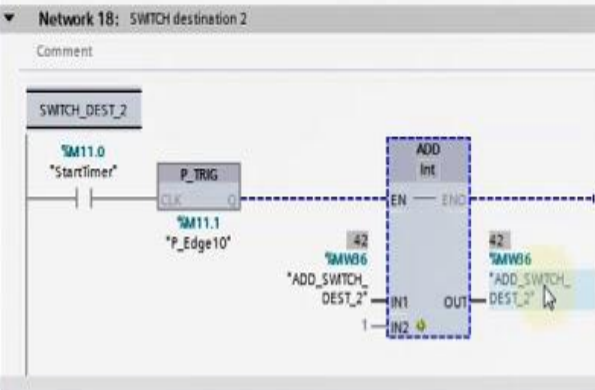
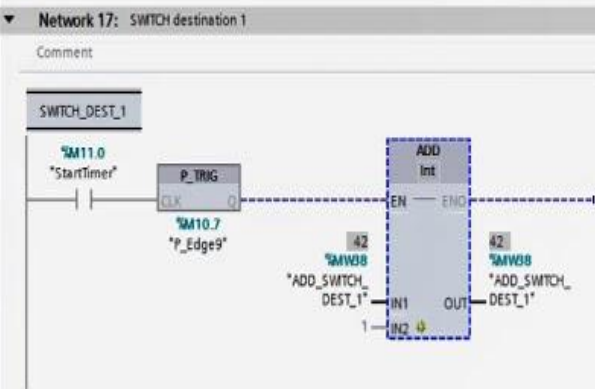
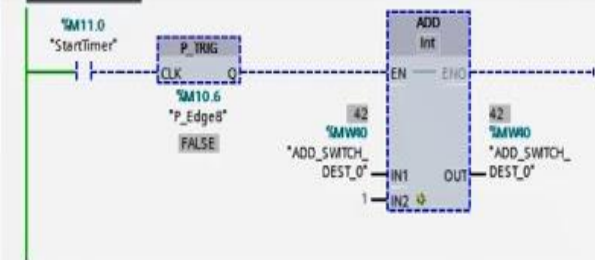
R354

Troubleshooting and repair techniques of boards and printed circuits of telecommunication and other electronic equipment and systems and memory programming with modem diagnostic tools repair of boards of radar systems and wireless devices, security systems, vehicles, industrial automation (PLC control, step per and servo, etc)

PLC TIA PORTAL



Execution of the instruction begins with the first comparison and runs until a comparison condition is met



Options	
Basic Instructions	
Name	Description
General	
Bit logic operations	
Timer operations	
Counter operations	
Comparator operations	
Math functions	
Move operations	
Conversion operations	
Program control operations	
(I) -(JMP)	Jump if RLO = 1
(I) -(JMPI)	Jump if RLO = 0
(I) Label	Jump label
(I) JUMP_LIST	Define jump list
(I) SWTCH	Jump distributor
(I) -(RET)	Return
Runtime control	
(I) ENDIS_PW	Limit and enable
(I) SHUT_DOWN	Shutdown target
(I) RE_TRIGR	Restart cycle monitor
(I) STP	Exit program
(I) GET_ERROR	Get error locally
(I) GET_ERR_ID	Get error ID locally
(I) INIT_RD	Initialize all retained data
(I) WAIT	Configure time delay
(I) RUNTIME	Measure program
Word logic operations	
Shift and rotate	
Legacy	
Extended Instructions	
Technology	
Communication	
Optional packages	

The operand "Enable_SWITCH" was su...

This training focuses on the structure of a station, on addressing the variables of an application, on locating the input-output variables on basic differences between OB-FC-FB-DB, on understanding the operation of a program and therefore in understanding the basic programming commands, as well as using the tools.

Hardware configuration, Monitor, Variable table, Symbol table, Upload, Download, Archive και Retrieve ενός project.

PLC SIMATIC S7-300



The seminar focuses on the structure of a station, the addressing of the variables of an application, the identification of input-output variables on station, the basic differences between OB-FC-FB-DB the understanding of the operation of a program and the use of tools Hardware Configuration, Monitor, Variable table, Symbol table, upload and download of Simatic Manager, data management of Data Block, use of configured FC and FB and checkpoints of the Block Programming, use of OB for debugging tools such as Module Information, Reference Data, Compare Blocks, Rewiring, Go to.