



iDirect Evolution Training Syllabus iOM R4.3.x

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Prepared by:

ST Engineering iDirect
Laarstraat 5
9100 Sint-Niklaas, Belgium
Tel: +32 (0)3 780 65 00
www.idirect.net

ST Engineering iDirect The Academy:

theacademy@idirect.net

- Iris Ghestem
Global Training Program Coordinator
T: +32 3780 6555
- Grace Z. Liu
Global Training Program Manager
T: +1 703 259 6432
- Ben Neyrinck
Director Global Training
T: +32 488 37 9676



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1 The Academy – Your learning journey

1.1 The Academy

The Academy, an iDirect cooperation between Global Services and HR department, offers training to design, operate and manage satellite networks using our product lines. Our programs are designed to keep our customers and partners up to date on the latest product releases and technology developments. It gives our customers and partners the confidence and experience to design, install, configure, manage and troubleshoot networks build with our ST Engineering iDirect product lines. Customers and partners will see a reduction in OPEX, more motivated staff by providing training and certification and faster and highly valued end user support. Well trained professionals are key in the successful implementation, delivery and operation of end to end services for your organisation and its end users.

Our Mission is to promote continuous learning to our customers, partners, employees and teams by offering qualitative learning opportunities worldwide. To support our mission, we focus on three aspects to ensure high quality training and certification programs, which align with the actual needs of our customers.



Hands-on: Training & certification programs are not only theoretical approaches but also focus on the hands-on knowledge and skill set development. The goal is to teach the practical approach, a hands-on mentality that enables the student to act directly after the training on the network in place. Not only our programs but also our instructors have a very hands-on oriented



mentality and are trained, supported by the needed theory, by hands-on actions and activities. All instructors have broad field experience, gained withing different departments within iDirect.

Expertise: The programs are focused on building and extending the student's expertise, being it on technology level or on product level, focusing on the different business roles of the student, being operational, design or implementation. Through many years of field expertise with our products and technologies in real life situation, our instructors have the needed expertise to transfer the knowledge covered in the training and certification programs towards the students.

Certification: To be able to measure the success rate of the training program, students can participate to an online, in some cases even practical, certification test. This industry recognized certificate proves that the student gained the targeted knowledge and expertise and is ready for its designated tasks. Our instructors from their side follow a controlled certification process, where they will go through different phases of internal and external training that will qualify them as an instructor for a given program.

1.2 Why invest in training & certification

Benefit for your customers

Our industry is knowledge-driven and demands up-to-date skills and training on existing and emerging technologies for its professionals. The Academy Training and Certification Program enables you to provide the best level of service to your end customers.

Benefit for your business

Increase efficiency by making expertise available to your business.

The Academy Training and Certification Program creates confidence in the marketplace by providing you with a pool of certified individuals. Establish a standard of quality and excellence recognizable throughout the industry.

Benefit for your Engineers

The Academy trained and Certified Associates, Professionals, and Experts represent a new breed of technology professionals uniquely equipped to create value with ST Engineering iDirect's product-based solutions. The program outlines a path of continuing education to help elevate their professional career and expand your abilities to deploy effective solutions.



1.3 A full learning experience.

Throughout the different training and certification programs, The Academy helps to have the best possible learning experience. All training programs, a mix of theoretical lectures and hands-on exercises, are build in a sequential way, allowing for all participants, independent of the level of experience, to step in and further develop their knowledge and skills. Starting with the basics of each technology and product line, allowing all students to have the full understanding from start, without skipping any subjects. After these basic training and certification programs, a more detailed and advanced level of training programs can be taken, covering different topics, focussing on specific technologies, and covering different business roles the students have.

During the training and certification programs, the students all get their individual secured VPN access to one of the training networks, located at our different training centres worldwide. Our training networks are updated to the latest product releases and are a combination of real equipment and simulated tools.

Next to the training networks, access to a Learning Management System is provided as well. Additional documents can be found there during the training program. At the end of each training program, an evaluation survey and online test is done throughout our Learning Management System. The online test, a combination of true/false and multiple-choice questions, stays available until fourteen (14) days after the end of the training program, allowing the students to revisit their learning materials and prepare for the test, when desired.

The learning experience, however, does not end after these initial set of training programs. At moments of major software releases or product updates, a dedicated delta training program can be followed, which allows students to keep up to date with the latest technology developments and product releases. In this way, your learning experience is a long-term trajectory, where an appropriate training program is available for anyone, being new to or experienced with our technologies and products.

1.4 Training delivery

1.4.1 Public and dedicated.

The Academy provides training & certification programs in both public and dedicated sessions. Public sessions are accessible for all customers on a per seat basis. We publish twice a year our calendar indicating when and where these public sessions are taking place. The benefit of these public sessions is the quick registration and planning process, where in case of new staff members, they can sign up quickly to one of the training and certification programs to get up to speed. Check out our website to find exact dates and locations of these public sessions.



Next to public sessions, on demand dedicated session are being organized. The added value is to have a full group registered for a session, where it can be organized at your location, making it cost and time efficient. Implementation and configuration topics on the specific use case can be handled shortly, giving an extra advantage.

1.4.2 Classroom and online

Besides some exceptions, all training and certification programs can be delivered in both online or classroom format, allowing for the best possible fit for our customers and partners. In all cases, secured remote VPN connection is setup for each student towards one of our training networks, located in the different training centres around the world. In this way we guarantee the best possible practical and hands-on experience. Each trainee will be given an instructional manual that contains all the slides covering the material presented, lab books outlining the hands-on exercises to be conducted by the trainee, and any additional reference material used or referred to during the training program.

1.4.3 Fixed and customizable

The content and outcome of the different training and certification programs is fixed and independent of the delivery format (classroom or online). However, The Academy applies a 20/80 rule, where about 80% of the content of the programs are fixed, and 20% can be tailed according to your specific needs. This allows to cover use case and customer specific topics, in line with the training program, and increases in this way the added value of your training experience.

At any time, the training and certification program is updated in line with the major product releases and follows the release plan of our products.

Would however the need arise for customized training, we can build these type of training programs thanks to the modular approach of our standard training programs, where we can easily add or remove certain training modules.

1.5 Basic satellite communication knowledge

Although the different training and certification programs all start with the basic level, it is recommended for the students to have some understanding of satellite communication to be able to get the maximum out of the training and certification program. Next to knowledge on satellite communication, some basic knowledge on IP Networking and command line interfacing with devices like switches and servers is recommended.

For every student to the basic level training programs, we offer two online training modules, being, Satellite Communications and Data Communication, accessible through our Learning Management



System. Going through these modules will provide you the needed background knowledge to start the different training and certification programs.

2 The Academy – Our training portfolio

2.1 Evolution Operations & Maintenance (iOM)

LEARNING OBJECTIVES

Upon completion, trainees will have the basic skills necessary to configure, operate, manage, maintain, and perform basic remote side troubleshooting of a typical iDirect satellite network, while understanding and becoming familiar with all their components, functionalities, and system interactions.

TARGET GROUP

Anyone new to ST Engineering iDirect Evolution products, including solutions, operations, and implementation engineers, and NOC operators.

PREREQUISITE TRAINEE SKILLS

As indicated in section 1.5 Basic satellite communication knowledge

Next to that, trainees should have basic Linux command line practical experience.

COURSE OUTLINE

The focus of this training material is on preparing each trainee with the basic skills to perform essential job functions when they return to their company or organization. This course comprises eight learning modules, listed below:

Module 1: System Overview

Establishes the foundations for all the subsequent modules of the iDirect Operation and Maintenance course. It covers iDirect network topology and specifies their main functionality as well as the type of carriers in an iDirect network.



Module 2: Satellite Routers

Focuses on the satellite and describes the main functionalities of each and highlights their differences. The appropriate software tools are used to install, upgrade, and commission a satellite router from scratch.

Module 3: Hub Components

Covers all hub side components in detail.

Module 4: Inroute Groups

Understanding the advantages of using Adaptive-TDMA (ATDMA) and adaptivity basics (the short-term, medium-term, and long-term adaptivity mechanism).

Module 5: Network Configuration

M5 covers the creation of a complete network configuration from scratch using the iBuilder software tool.

Module 6: Network Monitoring

Covers monitoring all aspects of network performance by using the iMonitor tool to check network performance. Traffic reporting features make it possible to monitor and prevent problems before they occur.

Module 7: Remote Acquisition

Understanding the remote acquisition process, from adding and activating in iBuilder to joining the network.

Module 8: Remote Troubleshooting

The last module of the training is focused on remote troubleshooting.

3 The Academy – Daily agenda

3.1 Evo iOM*

Time	Day 1	Day 2	Day 3	Day 4	Day 5
9:00 Am - 11:00 Am	Module 1 - iDirect System Overview	Module 3 - Hub components	Module 5 -Network Configuration	Module 6 -Network Monitoring	Final review Lab hands-on review
Break (30 Min)					
11:30 Am -01:00 PM	Module 1 - (Cont'd)	Module 3 - (Cont'd)	Module 5 - (Cont'd)	Module 7 - Remote Acquisition	Trainer available Fill out the survey Final exam
Lunch Break (1 H)					
2:00 PM - 3:00 PM	Module 2 - Satellite Remotes	Module 3 - (Cont'd)	Module 5 - (Cont'd)	Module 8 - Remote Troubleshooting	
Break (30 Min)					
3:30 PM - 4:30 PM	Module 2 - (Cont'd)	Module 4 - Inroute Groups	Module 5 - (Cont'd)	Module 8 - (Cont'd)	

Figure 1: iDirect Evo iOM Daily schedule

*The schedule outlined above is an example. Exact timings will be provided in the Course Enrollment Notification email.



4 Practical Information

4.1 Course Delivery

The training program will include both theoretical (classroom) and practical (hands-on) chapters, possibly complemented by live demonstration and eLearning modules (if applicable).

Classroom Training

Classroom training will be provided to the customer and comprises in-depth theoretical sessions. Due consideration is given to ensuring that interaction between the trainer and trainees forms an integral part of the training session. Immediate feedback and support are given.

Hands-On

During the hands-on parts of the training, the different trainees will be able to connect to training equipment prepared for the specific hands-on exercises addressed in the training.

4.2 Laptop Requirements

Each trainee attending the iDirect Evo iOM training session must bring a laptop with a browser and ssh client (e.g., PuTTY) installed.

4.3 VPN

Access to the Evolution training network can only be executed once VPN access has been enabled. Download and installation of Global Protect VPN Client will be necessary to connect to the iDirect Evolution Training network. Instructions are shared in the Course Enrolment Confirmation email.

4.4 Online Learning Management System

Each student will receive his personal account on our Learning Management System. Via <http://myacademy.idirect.net>, each student will see his personal learning plan. Potential pre-reading documents, online certification tests and surveys will be conducted through our Learning Management System. The credentials are the same as for any other STE iDirect online tooling. In case the student does not have any valid user, the user will automatically be created.

4.5 Attendance

Maximum number of trainees for classroom training is twelve (12) unless otherwise stated in the training program description.

A daily schedule will be agreed upon prior to the start of the training program and in consultation with customer training coordinator.



4.6 Language

All training material will be provided in English. Presentations will be given in English unless otherwise agreed.

4.7 Location

The described training program can be conducted in any of the ST Engineering iDirect training centers, at the customer's location if requested, or through live virtual classroom sessions.

4.8 Travel Conditions

In the event that travel to a specific country is not advised by the Belgian "Ministry of Foreign Affairs", depending on alert levels, the training event could be postponed or cancelled at ST Engineering iDirect's discretion.

5 Cancellation Policy

5.1 Commercial Conditions

STE iDirect standard terms and conditions apply.

5.2 Cancellations, Transfers, and Non-Attendance

Any cancellations and requests to transfer must be made in writing by emailing theacademy@idirect.net.

Transfers

there is no charge for transferring to an alternative program, provided the price of the alternative program is equal to the originally requested program and provided the request is received 30 or more days before the start of the program. The schedule of the alternative program is to be mutually agreed upon.

- (a) Requests to transfer received 20-29 days before the start of the program will be subject to a transfer fee of 20 per cent of the program fees.
- (b) Requests to transfer received 10-19 days before the start of the program will be subject to a transfer fee of 30 per cent of the fees.
- (c) Requests to transfer received 0-9 days before the start of the program will be subject to a transfer fee of 50 per cent of the fees.

Cancellations

There is no charge for cancellations received 61 or more days before the start of the program.



(a) Cancellations received 29-60 days before the start of the program are subject to a cancellation fee of 25 per cent of the fees.

(b) Cancellations received 15-28 days before the start of the program are subject to a cancellation fee of 50 per cent of the fees.

(c) Cancellations received 0-14 days before the start of the program are subject to a cancellation fee of 100 per cent of the fees.

No Shows

No Shows, defined as less than 1-day notice, are subject to a cancellation fee of 100 per cent of the fees.