



**AMI Education Center**  
**465 Old Frankstown Road**  
**Monroeville, Pa 15146**  
[training@amimedimaging.com](mailto:training@amimedimaging.com)

**Ph. 412-349-0045**  
**Fx. 412-349-0046**

## **First Source Training Course Requirements**

### **Laptop Requirements:**

- Pentium-based computer (133 MHz or greater, 1GB ram, CD/DVD drive)
- 9 Pin Serial Port (or functional USB serial adapters) and LAN connection
- 3.5" floppy drive (optional)
- PC running XP Professional (preferred) or Higher
- Adobe Acrobat Reader Version 7 or higher installed

### **Student Prerequisites**

- PC / Laptop proficiency
- Proficient with Microsoft Windows and Applications
- Ability to use basic DOS commands to copy files and create directories
- Basic X-Ray knowledge and experience
- Proficient with DICOM Networking
- Working knowledge of internet browsing and search
- Electronic and mechanical aptitude with comparable work experience

### **Disclaimer**

Attendees must have administrative access and knowledge of their computer. If an instructor determines a student this is not the case, that student may be asked to follow along with the presentation computer or another student for the duration of the class. First Source cannot guarantee that all service software will install, configure or operate correctly on all models.

### **Tuition Fee**

The tuition fee includes training class instruction, service documentation and technical phone support for one (1) year from the completion date of the specific course purchased. With the exception of lunch, all travel, meals and lodging are the student's responsibility.

### **Cancellations, Rescheduling and Substitutions**

As commitments and responsibilities change frequently, First Source Incorporated will work with you to accommodate your schedule to the best of our ability, however if it is necessary to cancel, please notify us at least 15 business days before the class begins. We will place you in another class at no charge or refund your course fee. A

portion of the tuition will be charged if you cancel or reschedule within less than 15 business days of the start of class.

Student substitutions are permitted prior to the session at no additional charge assuming course prerequisites have been satisfied.

Classes may be cancelled at the discretion of First Source Incorporated due to less than minimum student registration or circumstances out of our control. You will be given the opportunity to reschedule the class or receive a full refund.

## **Education Center Information – Monroeville, Pennsylvania**

**Location:** First Source Incorporated      Phone: 412-349-0045  
465 Old Frankstown Road      Fax: 412-349-0046  
Monroeville, Pa. 15146      Contact: Bob Winters

**Directions:** To reach the Monroeville Training Center from the Greater-Pittsburgh International Airport, take airport exit to PA-60 South towards Pittsburgh, PA-60 south becomes US-22 East. Take exit #14B towards Plum. Continue past Guardian Self-Storage. At next intersection (funeral home on your left) continue straight. At next intersection DO NOT bear right, go straight to stop then continue onto Logans Ferry Road. Follow to the end at Old Franktown Road. Office will be 1<sup>st</sup> building on your right, center offices in building.

**Class Hours:** Students may have access to the facility at 7:45 a.m. Class begins promptly at 8:00 a.m. thru 4:30 PM daily and usually concludes at 12:00 Noon Friday, depending on class size.

**Parking:** Students may park in front of the Training Center

**Smoking:** The Monroeville Education Center is a smoke-free environment.

**Break Room:** A break room with complimentary soft drinks and bottled water is available. No meals are prepared on site, however, lunch is provided.

**Dress Code:** Casual Dress (Jeans permitted)

**Computers:** All students must bring laptops and accessories per course requirements

**Hotel:** Please choose from the many Hotels/Motels in Monroeville, Pennsylvania. The hotel nearest the office is the Hampton Inn, Monroeville, Pa. 15146.

**Shuttle:** There are no shuttles from the Airport to the Hotels. Taxi, rental cars and Airport Limo's are available. Contact the Greater Pittsburgh International Airport for recommendations.

**Transportation:** Students are responsible for transportation to and from the Education Center. No shuttle service is available from the Hotels/Motels. Call First Source if you have special circumstances to discuss possible options