

Installation Guide: NexBot Drives 921-002 Preventive Maintenance Plan

SKU: NXB-KIT-921-002 | Revision: 1.0 | Category: Services & Training > Service Plans > Preventive Maintenance Plans

DANGER: Disconnect all power sources before beginning installation. Follow lockout/tagout (LOTO) procedures per OSHA 1910.147.

1. Required Tools & Materials

- Computer with internet access and modern web browser
- Company-issued Purchase Order number for the training plan
- List of attendee names and email addresses
- Access to the NexBot Technical Training Portal
- Personal Protective Equipment (PPE) for in-person labs (safety glasses, steel-toed boots)
- Note-taking materials (digital or physical)
- A valid company email account for receiving course correspondence
- Access to a quiet environment for completing online pre-work modules

2. Pre-Installation Checks

1. Verify all attendees meet the prerequisite of basic mechanical and electrical knowledge.
2. Confirm the NXB-KIT-921-002 training plan has been purchased and is active.
3. Ensure each attendee has created an individual account on the NexBot Technical Training Portal.
4. Check that all attendees are scheduled for the same training cohort to ensure team consistency.
5. Review the course syllabus and schedule provided in the welcome packet.

6. Confirm the physical location and logistics for any instructor-led, on-site lab sessions.

3. Installation Procedure

Step 1: Step 1: Redeem Training Plan

Submit your Purchase Order number and list of attendees to the NexBot Training Coordinator. This action officially activates the NXB-KIT-921-002 plan and initiates the enrollment process for your team.

Step 2: Step 2: Attendee Registration

Each designated attendee will receive a welcome email with a unique link to register for the course on the NexBot Technical Training Portal. Attendees must complete their registration profile to gain access to course materials.

Warning: Registration links are unique and time-sensitive. Ensure attendees complete this step promptly upon receipt of the email.

Step 3: Step 3: Complete Online Prerequisite Modules

Before the instructor-led sessions, all participants must complete a series of self-paced online modules. These modules cover foundational safety principles and terminology that are essential for the hands-on portion of the course.

Warning: Completion of online modules is mandatory. Participants who have not completed the pre-work may be unable to participate in hands-on lab activities.

Step 4: Step 4: Schedule Instructor-Led Sessions

Coordinate with the NexBot Training Coordinator to schedule the on-site or virtual instructor-led training dates. The schedule should

accommodate all team members and allow sufficient time for hands-on practice.

Step 5: Step 5: Attend Safety Briefing

The first part of the instructor-led session is a mandatory safety briefing. This covers lab-specific safety protocols, emergency procedures, and the proper use of Personal Protective Equipment (PPE).

Warning: All participants must be present for the entire safety briefing to continue with the training.

Step 6: Step 6: Participate in Hands-On Labs

Engage in practical, hands-on lab exercises guided by the NexBot instructor. This includes performing a complete servo motor replacement, from lockout procedures to final motion validation, on a NexBot training robot.

Step 7: Step 7: Complete Final Assessment

At the conclusion of the training, participants will complete a final assessment consisting of a written test and a practical skills evaluation. The assessment validates the participant's understanding and ability to perform the maintenance tasks safely and correctly.

4. Post-Installation Verification

1. Verify each participant has received their Certificate of Completion via email and on their training portal profile.
2. Confirm access to post-course reference materials, including digital manuals and procedure checklists.
3. Ensure all training equipment and the lab area are returned to their original, safe condition.
4. Complete the post-course feedback survey to help improve future training sessions.
5. Download and securely store all relevant course documentation for internal compliance records.

6. Schedule a follow-up internal review to discuss how the newly learned procedures will be integrated into your team's standard operating procedures.

Note: For technical support, contact your authorized service provider or visit <https://robotics.barca.group/support>.