

TTS

UNDERSTANDING THATCHAM TIME IN ELECTRONIC-CLAIM SYSTEMS – AWARENESS PROGRAM

AIM OF THE PROGRAMME

- For new comer to familiarize with the electronic-claim systems and Thatcham time data that parked inside the electronic system. It will improve their work efficiency and productivity and reduce supplementary submission.
- Provide awareness and exposure of having better understanding on eletronic system and TTS which is available in the market.

PROGRAMME DESCRIPTIONS

A half day programme for new comer and recruits in the industries to provide awareness on different types of electronic claim system in the market. this programme to educate the importance of TTS application in the data entry and how the system works on the MRC server.

PROGRAMME BENEFITS

Understand and identify different type of electronic systems available in the market, the importance and benefits. Understand and study TTS data in the electronic systems format. Understand how TTS apply.

MODULE 1: INTRODUCTION OF ELECTRONIC CLAIM SYSTEMS

- Various types of electronic systems in the market
- Electronic functions and roles
- Benefits and the importance of electronic systems

MODULE 2: TTS IN ELECTRONIC CLAIM SYSTEMS

- Thatcham research center and MRC roles
- MET, Panel & Paint Times
- TTS in electronic systems and calculation format
- Understand TTS details report

MODULE 3: UNDERSTANDING THE IMPORTANCE OF ACCURATE VEHICLE REPAIR TIMES

- Awareness on how to improve estimate entry and reduce supplementary
- Better understanding of repair time accuracy

MODULE 4: DATA ENTRY IN ELECTRONIC SYSTEMS

- Basic Preparation on setup e.g. mails, administrative claim cases etc.
- Know-how to data entry in electronic systems
- Know-how to perform checking report in electronic systems

PRACTICAL ASSESSMENT

- Participants are required to be access on practical skills

TARGET PARTICIPANTS

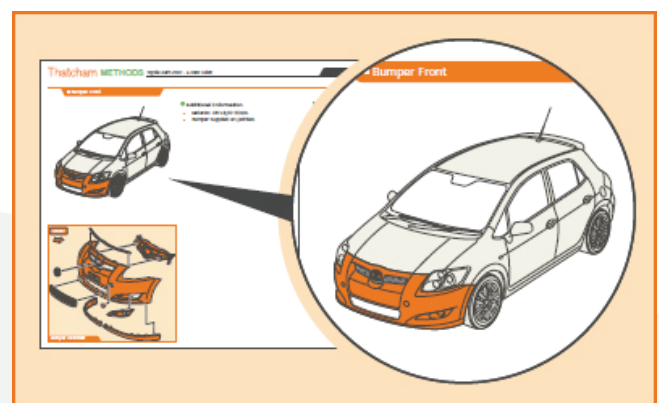
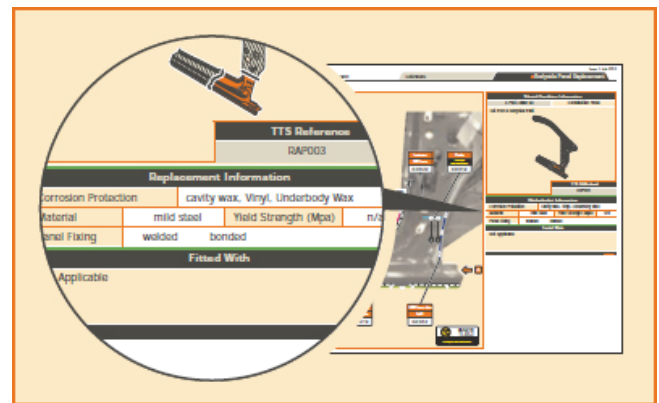
- New comers to the Motor Claim Industry (business owners, managers, supervisors, executives, officers)
- Administrative level (claim advisors, data entry staffs and store assistants) from franchise and non-franchiserepairer workshops, insurance companies, adjuster firms, automotive colleges/ schools, government agencies

COURSE DETAILS

- Duration: 0.5 day course (Theory and Practical Class)
- **HRD CORP CLAIMABLE COURSE**
- Certificate: **MRC Attendance**

DAY 1

TIME	PROGRAM
8:15 AM	Arrival of Participants
8:30 AM	Safety Briefing Self & Participants' Introduction
8:45 AM	MODULE 1: INTRODUCTION OF ELECTRONIC CLAIM SYSTEMS MODULE 2: TTS IN ELECTRONIC CLAIM SYSTEMS
10:30 AM	15 minutes Break
10:45 AM	MODULE 3: UNDERSTANDING THE IMPORTANCE OF ACCURATE VEHICLE REPAIR TIMES MODULE 4: DATA ENTRY IN ELECTRONIC SYSTEMS (PRACTICAL)
12:30 PM	Emphasize on Key Important Notes Question & Answer
1:00 PM	End



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