



Industrial Technology Maintenance (ITM)

National certifications
based on industry-written,
industry-approved
standards



ITM Level 1 Standards

- Industry-written and industry-approved
- Pilot companies include, but are not limited to:
 - Ashley Furniture
 - Bridgestone Metalpha
 - Caterpillar Forest Products
 - Con Agra Foods
 - General Mills
 - Menards
 - Nestle Purina; Nestle Water
 - Nissan North America
 - Ocean Spray
 - Shell Oil
 - Sherwin Williams
 - Target Food Distribution Center

[View the ITM Standards](#)

ITM Level 1 Credentials

- Nine areas of focus
 - Maintenance Operations
 - Basic Mechanical Systems
 - Basic Hydraulic Systems
 - Basic Pneumatic Systems
 - Electrical Systems
 - Electrical Control Systems
 - Process Control Systems
 - Maintenance Welding
 - Maintenance Piping

**MODULAR
DESIGN**
(earn in any order)



Roles & Set Up

1. Organization: Your school or company
2. Sponsors: Individuals who oversee the performance assessment
(Teachers, trainers, etc.)
3. Proctors: Organization employees who administer the theory assessment
4. Candidates: Individuals pursuing NIMS credentials
(students, employees, apprentices, etc.)

1. Register your organization and primary point of contact (POC)

Who should complete this registration?	The individual who will oversee all NIMS activities at your location
Examples	In Education Setting → Lead Instructor, Dean, Department Head, etc. In Industry Setting → Training Manager, HR Manager, Supervisor, etc.
Responsibility	Oversee NIMS activity and coordinate payment
Registration & Fees	Complete the online Organization Registration (\$0)
Account Functionality	<ul style="list-style-type: none"> • Register new sponsors • View registered sponsors and their candidates • Access <i>Resources</i> page

2. Register your sponsor(s)

Who should complete this registration?	The individual(s) who will oversee performance assessments
Examples	In Education Setting → Instructor, Teacher, Teaching Assistant, etc. In Industry Setting → Trainer, Training Supervisor, etc.
Responsibility	Oversee candidates' performance assessment activities Sign <i>CAR Affidavits of Successful Completion</i> and send to NIMS Schedule theory testing time and date with proctor(s)
Registration & Fees	<ol style="list-style-type: none"> 1. POC logs into the NIMS site. 2. Clicks <i>Add a Sponsor</i> and completes registration form (\$0). 3. Repeat until all sponsors are registered.
Account Functionality	<ul style="list-style-type: none"> • View candidate profiles (includes earned credentials) • Access <i>Resources</i> page
Tip	Sponsors ARE NOT REQUIRED to test for NIMS credentials

3. Register your proctor(s)

Who should complete this registration?	The individual(s) who will oversee theory assessments. NOTE: Sponsors cannot serve as proctors.
Examples	In Education Setting → Administrator, testing center personnel, instructors of other subjects, etc. In Industry Setting → HR personnel, administrative personnel, etc.
Responsibility	Oversee all theory assessments: <ul style="list-style-type: none"> • Verify candidate identify • Assist candidate in logging in and purchasing appropriate exam • Enter confidential proctor code unlock exam
Registration & Fees	Proctors must complete online registration (\$0) prior to theory testing <ul style="list-style-type: none"> • Proctor ID: enter first initial and full last name as one word • Proctor Code: enter confidential code of your choosing; this code will be requested anytime an theory exam is taken NOTE: Proctors do not log in at test time; do not receive a username/password.
Tip	Register multiple proctors

4. Register your candidate(s)

Who should complete this registration?	The individual(s) who is pursuing NIMS credentials
Examples	In Education Setting → Student, apprentice, etc. In Industry Setting → Apprentice, trainee, employee, etc.
Responsibility	<ol style="list-style-type: none"> 1. Successfully complete performance assessment 2. Successfully complete theory assessment
Registration & Fees	Candidates must complete online registration (\$40) prior to attempting their first theory assessment NOTE: Registration is required once per candidate; Candidates are not required to re-register if multiple credentials are being pursued.
Tip	Prior to registration: ensure candidate has an active, accessible email address

Earning Credentials



Validation #1

Performance: CAR

Applies to all **Industrial Technology Maintenance** credentials

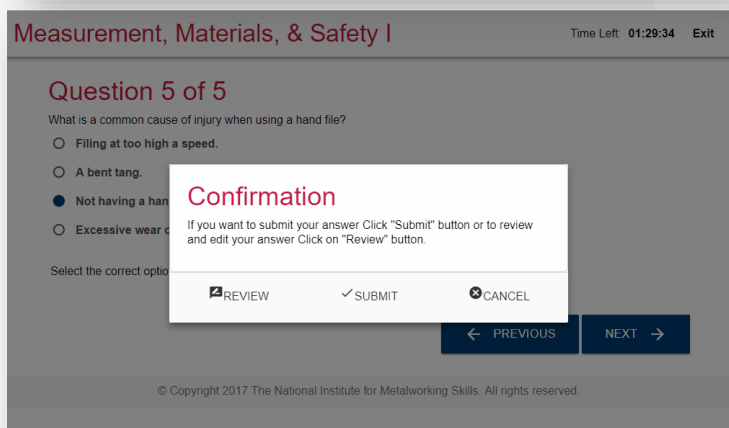
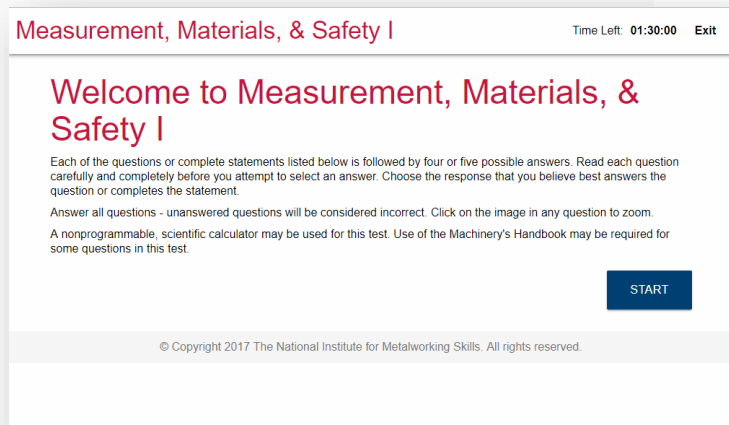
- Locate machine operation manual and determine normal operation pressure
- Perform pre-start procedure for machine, including:
 - Verify zero energy state
 - Verify guards are in place
 - Verify reservoir oil level is good
 - Do a machine walk around, looking for any loose items, leaks or other potential problems
- With assistance of qualified operator, put machine in manual mode
- Start hydraulic system
- While system is in operation, do the following:
 - Check system pressure on a pressure gauge
 - Use system relief valve to adjust system pressure to a different pressure as given by inspector
 - Return system pressure to normal machine operation state
 - Adjust a pressure reducing valve to a pressure given by inspector (check for standard NIMS nomenclature)
 - Return pressure reducing valve to original setting
 - Locate a manual valve and determine if it is open or closed

- Demonstrate hands-on knowledge, skills, and abilities
 - Follow *Credentialing Achievement Record* (CAR)
 - Download CAR from *Resources* page (requires login)
 - Candidates complete CARs:
 - At school/company facility
 - Without assistance
 - Under sponsor supervision
 - No attempt limit; no time limit
 - Send *Affidavit of Successful Completion* to NIMS using the *Affidavit Upload Portal* at <https://goo.gl/bVTc6u>

Validation #2

Theory

Applies to all **Machining Level I and II** credentials



- Demonstrate theoretical knowledge, skills, and abilities through completion of a proctored, timed theoretical assessment
- Exams administered at your location
 - Accessed via NIMS website
 - Proctor required
 - Multiple choice, true/false, fill-in-the-blank, etc.
 - 90-minute time limit
 - Immediate results (pass/fail)
- Accommodations available (readers, paper tests, etc.)
- Retakes available anytime
- \$35 per level one; \$50 per level two (includes retakes)

Credential

- PDF emailed to candidate and sponsor upon passing theory exam
- Nationally recognized
- Portable
- Stackable
- No expiration
- Color PDFs accessible 24/7 (login required)



Payment Options

Fee	Amount
Candidate Registration	\$40 per candidate
Level I Theory	\$35 per exam, per candidate
Level II Theory	\$50 per exam, per candidate
Level III Theory	\$50 per exam, per candidate

Option 1: Pre-Pay	<ol style="list-style-type: none"> 1. Calculate expected candidate registration costs. 2. Calculate expected theory exam fees. 3. Prior to theory testing date(s): submit payment via check, credit card, or purchase order. (see below)
> Check	<ol style="list-style-type: none"> 1. Mail check to NIMS. 2. NIMS will put funds into an account identified by a 4-digit code. A NIMS rep will contact the organization POC and sponsor(s) with the code. At this time the code may be used.
> Credit Card	<ol style="list-style-type: none"> 1. Call NIMS office with credit card ready. 2. A NIMS rep will put funds into an account identified by a 4-digit code and provide that code. At this time the code may be used. 3. A NIMS rep will email a receipt.
> Purchase Order (PO)	<ol style="list-style-type: none"> 1. Send POs NIMS electronically by visiting the <i>PO Upload Portal</i> at https://goo.gl/bVTc6u. 2. Complete all fields, attach your PO file, and click submit. 3. A NIMS rep will email an account code that can be used to pay fees. An invoice will also be sent.
Option 2: Pay On-Screen	<p>When registering candidates or administering theory exams, have a credit card ready for on-screen payment.</p> <p>The payment screen will require the credit card type, card number, expiration date, and full billing address.</p>

Frequently Asked Questions

Under 18?

Yes, if enrolled in a state-recognized training program

Certified Instructors?

Optional. Exam fees are waived for sponsors who wish to test.

Program Accreditation?

Optional. Not a requirement for testing.

Non-NIMS Projects?

No. Performance assessments must follow CARs.

Theory Before Performance?

No. Performance assessments always occur first.

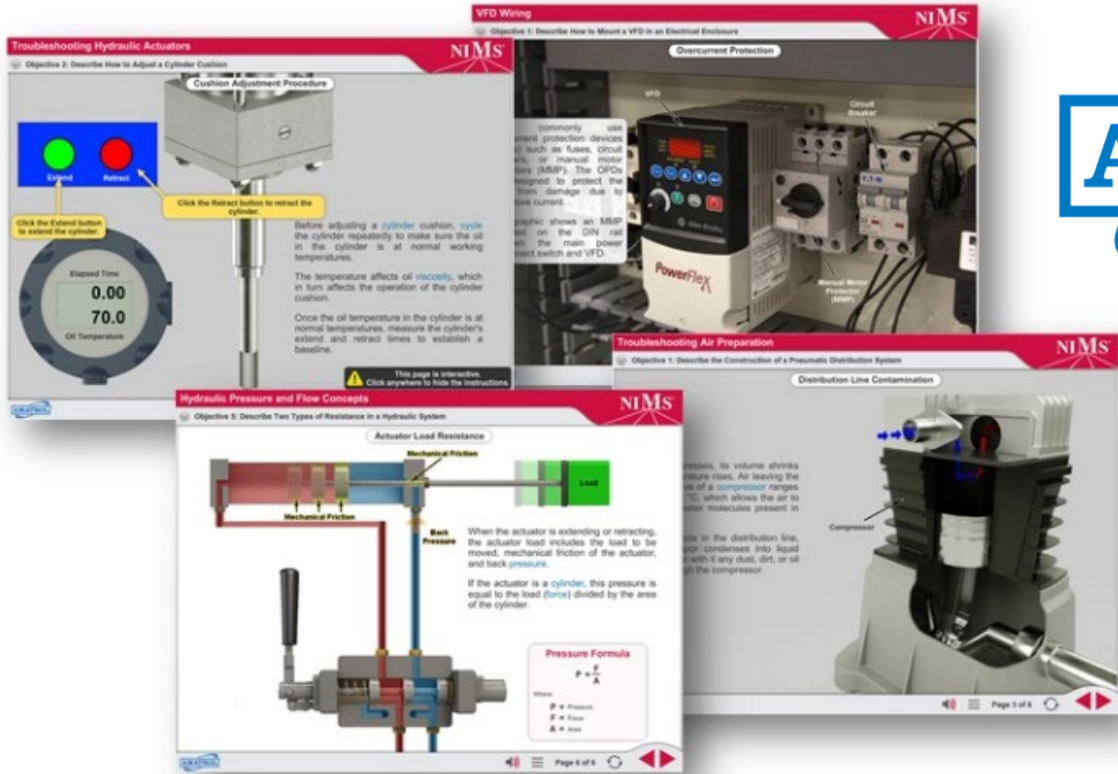
Proctor Code Sharing?

No. Proctor codes are confidential and may not be shared.

Theory Exam Retake Window?

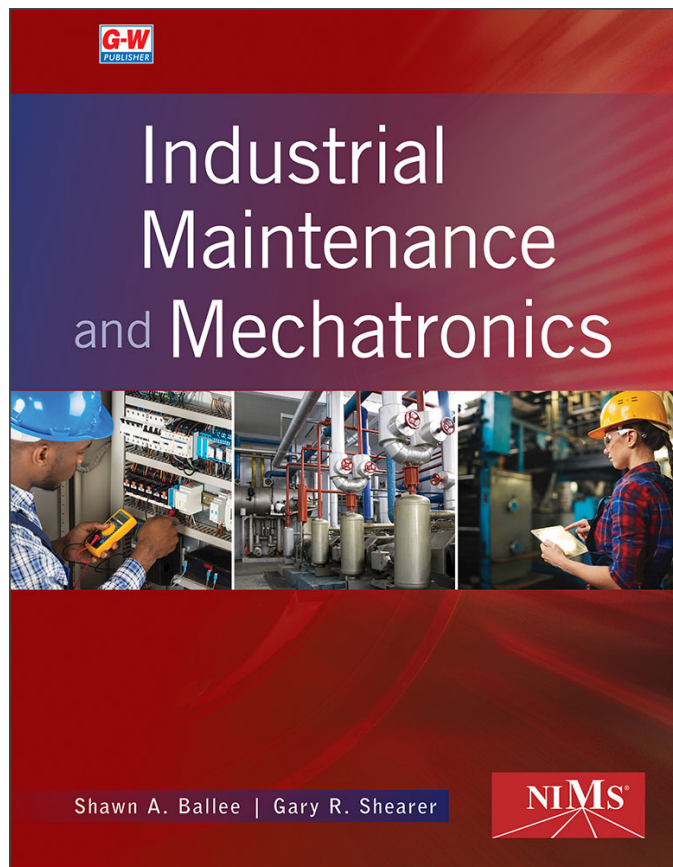
Retakes can occur anytime; there is no waiting period. Fees are assessed for each attempt.

NIMS-Endorsed eLearning



Learn more: amatrol.com/program/nims-itm/

NIMS-Endorsed Textbook



Industrial Maintenance and Mechatronics, 1st Ed. by Goodheart-Willcox is exclusively endorsed by NIMS to prepare students to earn [all nine Industrial Technology Maintenance credentials](#).

From the [Goodheart-Willcox website](#):

Industrial Maintenance and Mechatronics is a comprehensive, standards-based text that provides curriculum support for college-level Industrial Technology Maintenance (ITM) programs...

Designed to work in conjunction with the Duties and Standards for Industrial Technology Maintenance, the standards-based learning package will help students pass the testing and performance requirements for NIMS credentialing and acquire the multidisciplinary, hands-on skills needed in today's advanced manufacturing industry.

Learn more: <https://www.g-w.com/industrial-maintenance-mechatronics-2020>

Training includes:

- Sample lesson plans
- Details on equipment needed for successful testing
- The opportunity to earn NIMS ITM Level I credentials

ITM Instructor Workshop

View other workshops: nimsready.org/workshops

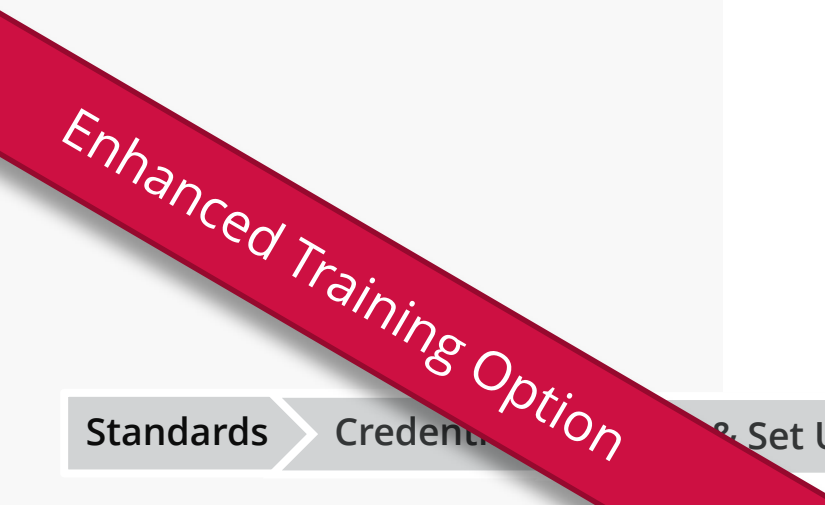
Prerequisite

Basic knowledge of industrial technology maintenance

Description

In this 3-Day workshop, instructors and trainers gain insight into the ITM credentials and how to incorporate the credentials into curriculum.

The investment per participant is \$995.



Thank You!

Contact NIMS for support anytime.

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