

### Ensure WinGPC traceability and compliance (P/N 899-0033)

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#### Description

This software training course is designed for WinGPC Compliance Pack administrators, IT professionals responsible for CSV (computer system validation), and users responsible for validation. It offers lectures and practical PC sessions given by an experienced polymer chemist with extensive knowledge about chromatography and WinGPC UniChrom.

Participants should be familiar with the basic WinGPC features and functions. Previous attendance of the WinGPC UniChrom software training course (P/N 899-0029) is recommended, but not required.

After successful participation each attendee should be able

- to administrate the WinGPC UniChrom Compliance Pack
- to identify and apply settings reflecting the company policy
- to control audit trails
- to set user level rights
- to perform meaningful IQ/OQ for GPC/SEC systems

#### Program

**09.15 Welcome and General Information**

**09.30 Introduction to WinGPC UniChrom with Compliance Pack**

WinGPC UniChrom philosophy, Compliance Pack philosophy  
Guidelines for Macromolecular Chromatography Data Systems (MSDS)  
Overview national and international standards for GPC/SEC, electronic records, and others

**10.00 Installation and setup of the Compliance Pack**

Installation requirements, infrastructure requirements  
User authentication (workstation/network options)  
Overview WinGPC Compliance Pack

**10.30 Coffee break**

**11.00 Compliance Pack configuration**

The Compliance Pack Administration Tool  
User levels, user level rights, individual user rights  
Recommended configuration and settings  
Limited access to WinGPC UniChrom

**11.30 Practical Session part I**

Hands-on training with 2 people per workstation:

**12.15 Lunch**

**13.30 Efficient use of WinGPC UniChrom with Compliance Pack**

User level dependent data acquisition and evaluation  
WinGPC projects with/without sample audit trail, option: reason for change  
Assign electronic signatures  
System audit trail, sample audit trail, instrument audit trail  
Traceability and compliance

**14.15 Practical Session part II**

Hands-on training with 2 people per workstation:

*Ensure WinGPC traceability and compliance (P/N 899-0033)*

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**15.15 Coffee break**

**15.45 Comprehensive documentation**

Use of the WinGPC UniChrom/PSS instruments Validation Binder  
PSS IQ/OQ tools, holistic test with the PSS EasyValid GPC/SEC validation kit  
Additional documentation available with the WinGPC ReportDesigner

**16.15 Round table discussion**

Strategies for successful and meaningful validation of GPC/SEC systems

**ca. 17.00 Course review and end of training course**

### Registration and Organization

Complete the PSS registration form and send/fax the form to:

PSS Polymer Standards Service GmbH, POB 3368, D-55023 Mainz

Fax: +49-6131-96239-11

Tel.: +49-6131-96239-0

Email: info@polymer.de

### Participation Fee: EUR 490.- plus VAT @ 19%

The participation fee includes lecture and practical session, course materials, coffee break catering, lunch and dinner on Thursday evening.

### Cancellation

No penalty for cancellations up to one week prior to course date. Cancellations received within one week of the course starting date will result on a late fee **EUR 49.- plus VAT @ 19%** (10%). The complete participation fee will be charged to no-show participants.

### Accommodation Novotel Mainz: EUR 130.- plus VAT @ 19% per night (when booked through PSS GmbH)

You will be responsible for payment directly to the hotel upon departure.

### Venue

PSS GmbH, In der Dalheimer Wiese 5, 55120 Mainz, Germany

Mainz is approx. 35 km away from Frankfurt Airport and can be reached easily using the public transport system. Please contact us directly for further assistance.