



## ONLIVE Quick Guide for your organisation

Picture your team together in one of your offices or workshop areas, all set to begin their project or IT service management course. They have the course materials and manual in front of them. They have a real-life trainer telling them what to expect from the course and walking them through each section of the course syllabus. They can raise their hand to let the trainer know when they don't quite understand something or give an example of what is happening in your organisation, sharing this with the trainer and the rest of the class.

Picture your team being able to sit in on a suite of sessions that is more tailored to your company's needs. If you want your team to complete the course as quickly as possible and cover more ground in fewer days, you can. Alternatively, if you want your team to study the course in bite-sized chunks over the course of the week so that they are not away from their day jobs for too long, we can do that for you too. So how can a trainer be on-hand at your convenience, ready to deliver training that works around your organisation's needs?

### Welcome to ONLIVE virtual classroom from SPOCE....

ONLIVE virtual classroom from SPOCE gives your organisation the best of both worlds when it comes to training. It is an online learning platform with a very big difference. SPOCE ONLIVE training is presented 'live' by our expert team of trainers and gives your team the ability to interact with the trainer and the rest of their virtual class throughout the sessions. When you book virtual classroom training with SPOCE, you will also be able to choose a schedule that is suitable to your organisation and the needs of the team of people we will be training and not the other way around. You will not find this option with any other training provider!

### What are the benefits?

The support and interaction of the classroom:

- ✓ Live training sessions presented by one of SPOCE's accredited trainers.
- ✓ View the whiteboard as the trainers draw up examples.
- ✓ Raise your hand and speak with the trainer or the rest of the class.
- ✓ Join 'breakout' exercises with other members of the (virtual) team.
- ✓ Take part in class surveys and discussions with the virtual trainer.

With all the convenience of e-Learning:

- ✓ It's flexible – with a session schedule that will suit the needs of your organisation.
- ✓ It's convenient – No time wasted travelling to classrooms or conference centres for your team.
- ✓ It's compatible – study from any device!
- ✓ It's tailored – SPOCE offer options that will suit any level of experience.

*...And the ability to still choose your own schedule...a benefit that you won't get anywhere else!*

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## What can be included in your tailored package?

- ✓ Foundation and Practitioner exams (as required)
- ✓ SPOCE 2 hour course event prep (saving 8 hours self study)
- ✓ The official course manual
- ✓ SPOCE course workbooks and exam practice papers
- ✓ Virtual classroom user guide
- ✓ Free access to e-Learning course preparation material (in the event that you do not wish to use the 2 hour event prep benefit)

*“SPOCE ONLIVE is good old fashioned real-time interaction but with no inconvenience at all. It is incredibly easy to use and far exceeded any preconceptions I had about virtual classroom training.”*

**Anthony Campbell-Butler, Zuan UK Consultancy**

## What's involved?

If you have 4 or more delegates that require training for any of our wide portfolio of courses then SPOCE can offer a bespoke package that can suit your organisation. Choose any of the 2 options below:

### Option 1. In house training

Contact our client and Partner manager Sarah Mullins and she will be able to discuss a bespoke package that will suit the needs of your organisation. A session schedule can be created that will ensure business objectives are met. Big project coming up and need your team trained quickly? Or can't afford to have a team away from their desks for too long in any one day? No problem. SPOCE will have a solution for you.

### Option 2.

Alternatively, if you have 4 or more delegates with training needs but are happy for them to take part in a public ONLIVE course then Sarah will be able to consider a special rate based on the number of delegates that you are willing to place.

## What do I need to do?

With only an internet connection, a set of headphones and a microphone, your team can be ready to go. Once you have booked your ONLIVE course with Sarah, she will explain the process in greater detail, supply you with the user guide to issue to your team and run through any queries that you have.



**Like the classroom!**



**At your desk!**



**From any device!**



**From anywhere!**



To register your interest contact Sarah Mullins:

**Call: 01202 736373 or**

**Email: [sarah@spoce.com](mailto:sarah@spoce.com)**

**Visit: [www.onlive.training](http://www.onlive.training)**