

HEaTED

SUPPORTING PROFESSIONAL DEVELOPMENT
OF THE TECHNICAL WORKFORCE

Yorkshire and North East Joint Regional Network Event

19th June 2014, National Railway Museum, York

“Communication”



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HEaTED

SUPPORTING PROFESSIONAL DEVELOPMENT
OF THE TECHNICAL WORKFORCE

Yorkshire and North East Joint Regional Network Event

**Log on to SMG Guest
User name: nrmpublic
Password: Password123**



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Aim of Event

To enable technical staff and technical managers to meet and network with colleagues from other HE/FE Institutions across Yorkshire and the North East, to discuss current developments in Higher/Further Education that are pertinent to technical staff, to share good practice and to undertake personal development.

Theme

The theme of this event is 'communication'; raising our own awareness of the difficulties in communicating and learning how we can improve our own communication skills.



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Event Programme



- 9.30** Registration, networking and refreshments
- 10.00** Welcome and Introductions
- 10.15** Communicating within a hierarchy
- 11.30** Setting up your own internal networks: 'TechNet' case study from the University of Sheffield (Natalie Kennerley and Melanie Hannah)
- 12.30** Lunch and networking
- 13.15** Communication – taking control



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Event Programme



- 14.00** CATTs: working with HEaTED's Competency Assessment Toolkit for Technical Staff (Rachel Crossley, HEaTED)
- 14.30** HEaTED Update and identifying training needs (Katherine Forsey, HEaTED)
- 15.00** Tour of the National Railway Museum
- 15.30** Close



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HEaTED Update

- 1. How can HEaTED support your career development?**
- 2. Our Role - some stats and current activity**
- 3. The coming months**
- 4. Supporting Professional Registration**
- 5. Over to you.....**

Dr Katherine Forsey

HEaTED Membership & Networks Manager



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Working to be the
lead organisation
supporting
professional
development of the
technical workforce

1. How HEaTED can support your development

Arm 1: Training and Development

- Standard [course listings](#)
- On demand / in house courses in your Institution
- Bespoke sessions
- New courses as suggested by members
- Support YOU in delivering training through HEaTED – revenue generating potential



Course Directory



2013-14 COURSE DIRECTORY

PERSONAL DEVELOPMENT



HEALTH AND SAFETY



SCIENCE AND ENGINEERING

CREATIVE, MEDIA AND IT



Have been sent to all University key contacts and are available to [download](#) from the HEaTED website.

PERSONAL DEVELOPMENT	HEALTH AND SAFETY
<p>HC244 Leading Your Technical Team</p> <p>In this current climate of wide institutional change for HEIs, this course will provide opportunities for updating issues of importance to supervisory or managerial technical staff from both academic and service areas, as well as examining a range of fundamental management leadership skills and techniques with a particular emphasis on technical teams.</p> <p>Duration: 2 days UK OD</p> <p>Location: Manchester</p> <p>Cost: £290.00 + VAT (non-member) £240.00 + VAT (non-member)</p> <p>English: AI, B2, C1, C2, CE, BE, E2, H</p> <p>Skills: AI, B1, B4, C1, C2, CE, BE, E1, E2</p> <p>Key: AI, B2, B4, C1, C2, CE, BE, E1, E2</p> <p><i>*Very good, exceedingly useful and will help strategise and organise my planning of both one-on-one and group learning. Part participant, from the Technical Trainer (HC004)</i></p> <p><i>*Enjoyable learning course, good application of teaching and learning skills and strategies to enable us to support effective learning. Part participant, teaching and learning skills for Technical Staff (HC004)</i></p>	<p>HC147 Airport Terrorism Awareness Course for Technical Staff</p> <p>This course will raise awareness of the terrorist threat to the UK and help participants understand the role that individuals and their employers have in helping towards the counter terrorism effort. A large part of the threat involves the use of improvised explosive devices, and many of these contain homemade explosives which are manufactured from common everyday chemicals.</p> <p>Duration: 1 day UK OD</p> <p>Location: Manchester</p> <p>Cost: No Charge (member) £234.00 + VAT (non-member)</p> <p>English: HE</p> <p>Skills: HE</p> <p>Key: HE</p> <p>HC148 Abrasive Wheels</p> <p>This course involves both classroom and practical sessions and will introduce the employer and the employee duties for the use of work equipment and explain the relevant legislation and the responsibilities under the Health and Safety at Work Act. Participants are tested at the end of the course via a short written test paper and a practical test of fitting and manoeuvring hand held portable disc grinders.</p> <p>Duration: 1 day UK OD</p> <p>Location: UK Wide - On Demand</p> <p>Cost: £156.00 + VAT (non-member) £234.00 + VAT (non-member)</p> <p>English: HE</p> <p>Skills: HE</p> <p>Key: HE</p> <p>HC149 Carriage of Biological Substances, Category B and Dry Ice by Air Certification</p> <p>This course is based on the current International Air Transport Association (IATA) regulations. The course is fully approved by the Civil Aviation Authority and covers the following topics: the legislation covering the transport of dangerous goods; classification focusing on Class 6.2 and Class 9 miscellaneous dangerous goods; category A and category B shipments; packing requirements; labelling of packages; and documentation. The course will conclude with an open-book test.</p> <p>Duration: 1 day UK OD</p> <p>Location: UK Wide - On Demand</p> <p>Cost: £235.00 + VAT (non-member) £412.00 + VAT (non-member)</p> <p>English: AI, B2, CE, CE1, CE2, CE3, BE, E1, E2, H</p> <p>Skills: AI, B2, B4, C1, C2, CE, BE, E1, E2</p> <p>Key: AI, B2, B4, C1, C2, CE, BE, E1, E2</p>
<p>HC150 Successful Negotiation Skills</p> <p>This course focuses on the skills required for successful negotiations. It gives participants practical advice on how to negotiate with confidence and effectiveness. The focus is very much on tactics and gives extensive tips and advice on what approach to use in negotiation scenarios as well as how to "lose" tactics when they are used on participants. The day is extremely practical in nature involving exercises, games and case studies to encourage learning by doing and a hands-on approach.</p> <p>Duration: 1 day UK OD</p> <p>Location: UK Wide - On Demand</p> <p>Cost: £250.00 + VAT (non-member) £274.00 + VAT (non-member)</p> <p>English: AI, B1, B2, C1, C2, CE, BE, E1, E2, H</p> <p>Skills: AI, B1, B4, C1, C2, CE, BE, E1, E2</p> <p>Key: AI, B2, B4, C1, C2, CE, BE, E1, E2</p>	<p>HC151 Carriage of Dangerous Goods by Road</p> <p>This course covers key aspects, including background to the legislation - UN, ICAO, IATA, accepted and limited quantities, date and operator variations, classification, packing requirements, labelling and marking of packages; preparing the shipper's declaration for dangerous goods; Air Waybill shipment checklist - acceptance checklist; exemption of cargo. The course is fully approved by the Civil Aviation Authority, included in the course fee are four copies of the IATA Dangerous Goods Regulations, full course notes, validation and a training session confidently and professionally.</p> <p>Duration: 2 days UK OD</p> <p>Location: UK Wide - On Demand</p> <p>Cost: £290.00 + VAT (non-member) £555.00 + VAT (non-member)</p> <p>English: AI, B2, CE, CE1, CE2, CE3, BE, E1, E2, H</p> <p>Skills: AI, B1, B4, C1, C2, CE, BE, E1, E2</p> <p>Key: AI, B2, B4, C1, C2, CE, BE, E1, E2</p>
<p>HC004 Teaching and Learning Skills for Technical Staff</p> <p>Technical staff are increasingly taking on teaching and demonstrating roles. Whether it is one-to-one training on specific techniques, or small group training and demonstrating, this course will equip participants with the tools needed to perform this role and contribute more effectively to the student experience. Topics include: knowing your learner; communicating with learners; structuring their training; and reflecting on participants' own delivery style and methods.</p> <p>Duration: 1 day UK OD</p> <p>Location: UK Wide - On Demand</p> <p>Cost: £200.00 + VAT (non-member) £250.00 + VAT (non-member)</p> <p>English: AI, B2, B4, C1, C2, CE, BE, E1, E2, H</p> <p>Skills: AI, B2, B4, C1, C2, CE, BE, E1, E2, H</p> <p>Key: AI, B2, B4, C1, C2, CE, BE, E1, E2, H</p>	<p>HC004 Train the Technical Trainer</p> <p>This course will focus on the provision of courses, seminars and briefings and will be covered on methods for training in techniques and processes associated with TSMs. The course will be highly focused on the training issues that are relevant to TSMs. Participants' objectives include initiate and plan a training session relevant to technical and allied specialties and managers; assess appropriate audio-visual materials; develop an atmosphere of co-operation and collaboration between participants; and lead a training session confidently and professionally.</p> <p>Duration: 1 day UK OD</p> <p>Location: UK Wide - On Demand</p> <p>Cost: £150.00 + VAT (non-member) £200.00 + VAT (non-member)</p> <p>English: AI, B2, CE, CE1, CE2, CE3, BE, E1, E2, H</p> <p>Skills: AI, B2, B4, C1, C2, CE, BE, E1, E2</p> <p>Key: AI, B2, B4, C1, C2, CE, BE, E1, E2</p>



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Useful Guide Library

Access through Resources group
in [HEaTED Online Groups](#)



Helping organisations to be confident in their people and their people to be confident in themselves



HEaTED Useful Guide Library

Tips and Tools

When you click on the button below you will have access to the growing number of additional tips and tools that are available from 247freetips.com. Click on the button again to hide the list.

[Tips and Tools](#)

Useful Guides

Please click on the Useful Guide images below to download the Useful Guides you require.



Contact Us

Call us on
0845 260 2820
or click [here](#) if you
would prefer to ask
us to contact you.

Examples include:

- **Assertiveness**
- **Dealing with Difficult Behaviour**
- **Delegating**
- **Effective Change**
- **Goal Setting**
- **Managing Conduct**
- **Managing Teams**
- **Managing People**
- **Managing Email**
- **Mentoring Essentials**
- **Managing Projects**



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Arm 2: Regional Networks

- Current series of Regional events is taking place in all UK regions during Spring/Summer 2014
- Over 550 technicians have booked to attend Regional Network Events since 1st Sept 2013, more are registering daily
- Over 650 attended across the UK 2012/13



Regional Networks

- All UK regions
- Meet at least twice a year
- Workshops, discussions, tours, presentations & more!
- As varied as you make them!
- Event reports and follow-up discussions
- Online Groups support the networks
- You set the agenda!



HEaTED Member



Organisations in your region

North East

- Durham University
- Newcastle University
- Northumbria University
- Teesside University
- University of Sunderland

Yorkshire

- Leeds College of Art
- The IST
- The University of Sheffield
- The University of York
- University of Bradford
- University of Huddersfield
- University of Leeds



75 HE/FE Institutions have joined HEaTED

**Full list on HEaTED
website [here](#)**



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HEaTED Online Groups



Search **HEaTED** Groups

Search

About HEaTED



HEaTED supports the professional development of the UK's technical workforce in education and related institutions. HEaTED members can access a range of benefits, including the Regional Networks and associated community groups.



Other Groups

Regional groups: Members can access the Regional Network Meeting reports and associated discussions via the regional community groups.

Click on the relevant link to access your local community group.

General Notices group: Members can communicate across other regions when wishing to discuss things such as: shared services, collaboration, best practice, and discussions that they want to raise with colleagues UK-wide.

[HEaTED - General Notices](#)

[HEaTED - Resources](#)

[HEaTED - National Network of Arts Technicians](#)

[HEaTED - Northern Ireland](#)

[HEaTED - Scotland](#)

Regional Groups

[HEaTED - East Midlands](#)

[HEaTED - East of England](#)

[HEaTED - London](#)

[HEaTED - North East](#)

[HEaTED - North West](#)

[HEaTED - South Coast](#)

[HEaTED - South East](#)

[HEaTED - South West](#)

[HEaTED - West Midlands](#)

[HEaTED - Yorkshire](#)

- Resources
- Discussions
- Event reports
- Presentations
- Photographs
- Your Network



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2. Our Role: Stats and current activity

Membership

- 75 active Member Institutions (see [Join Us](#) page)
- Over 3250 individual members signed up from those organisations (You can [register as a technician](#) FREE)
- Over 60% of these members signed up across our [Online Groups](#)
- Introductory offer for FE Institutions ends July 2014. First 3 have already joined. Tell your FE contacts now!



Courses

- >382 training days delivered since 1st Sept 2013 (over 450 days in 2012/13)
- >413 individuals benefitting from training since 1st Sept 2013 (over 440 in 2012/13)
- HEaTED Teaching & Learning and Leadership & Management courses will be delivered in every UK region during 2013-14



National Network for Arts Technicians (NNATs)

See [news page](#) for full details

Recent member survey informed direction

NNATs Coordinator, Steve Carroll

Contact arts@heated.ac.uk

Dedicated NNATs Online Group

Second 'northern' coordinator
needed



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News



- [HEaTED Are Recruiting! - 12 months Maternity Cover](#)
- [Technical Career Pathways](#)
- [The University of Leeds Launch Internal Technicians Network](#)
- [Health & Social Care HEA Technicians of the Year](#)
- [Do Technicians Teach? - New HEaTED Survey Data](#)
- [Introductory Offer - New FE Members Ends July 2014](#)

See HEaTED [news page](#)
to stay informed



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3. The coming months...

The coming months...

- Expand membership to more Universities and FE Colleges
- Continuing support for Science Council, Engineering Council, and associated awarding bodies in promoting and supporting Professional Registration



The coming months...

- Working with Member Institutions to work out action plans ensuring we deliver value for money and benefits to all technical staff
- Expand course provision based on member requirements and delivery of on-demand courses
- Roll out of HEaTED CATTs



The coming months...

- **Delivering more new courses**

- [Developing an Apprenticeship Programme in Higher Education](#)

The University of Liverpool, 14 May 2014 repeated Autumn 2014

- [New Health & Safety Courses](#)

University of Leeds, dates from March to July 2014

- [Introduction to Flow Cytometry](#)

University of Sheffield, future date being arranged

- **Developing new HEaTED courses**

Your suggestions needed



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The coming months



Bringing our courses to your Region - Yorkshire

- **Basic Polymer Science and Polymer Chromatography**
University of Sheffield – May, future dates will be set
- **Risk Assessment Workshops & Fieldwork Risk Assessment**
University of Leeds – April to June, future dates will be set
- **Leadership & Management Skills for Technical Staff (Mod.1)**
York – 24 July
- **Leadership & Management Skills for Technical Staff (Mod.2)**
York – 25 July
- **Open Workshop - Compressed & Cryogenic Gas User Workshop** York – 15 October
- **Bioscience Technology Insight Day**
York – 12 November



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The coming months



Bringing our courses to your Region – North East

- **Use and Maintenance of Pipettors**

Newcastle University – Jan 2014, we can bring this to you

- **Carriage of Dangerous Goods by Air Certification**

Revalidation Course – Newcastle University, June 2014

- **Leadership & Management Skills for Technical Staff (Mod.1)**

Newcastle University – 14 August

- **Leadership & Management Skills for Technical Staff (Mod.2)**

Newcastle University – 15 August

- **Open Workshop – Oxy-Acetylene/Oxy-Propane Gas User Workshop** – Redcar & Cleveland, 14 October



What else do you want?



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4. Supporting Professional Registration

What is it all about?

- Important milestone for all vocational and technical staff
- Response to many calls that technicians do not feel valued or recognised as professionals
- Establishing proven knowledge, expertise and commitment to professional standards
- Evidence-based
- Overseen by Science / Engineering Councils
- Categories: RSciTech, RSci, CSci; EngTech, ICTTech, REng, CEng



Why should I get involved?

- Recognition as a professional in your field
- Improved self-motivation, career opportunities and salary prospects
- Greater influence within your organisation and industry
- Confirmation that you are highly competent in your field
- Connecting you with innovative, influential and inspirational people
- International recognition of qualifications



The role of HEaTED



- Think of HEaTED as a vehicle!
- All HEaTED courses are linked to the competencies for Professional Registration – make every CPD instance count!
- Regional Network Events and contribution to the Online Groups demonstrate your commitment to professional development and contribution to the Technical Community
- [Sign posting](#) routes to Registration
- 21% using HEaTED as evidence
- 26.5% requesting more information
- Joined up thinking



Who to register with?

- Wide range of Awarding Bodies
- Choose the one specific to your requirements / specialism
- More information via [Science](#) and [Engineering](#) Councils
- No Arts Professional Register yet, NNATs lobbying for an equivalent register. [Registered Practitioner](#) scheme available through the IST
- If you need more information complete bottom section of your evaluation form



5. Over to you....

Calls to action...

- ✓ Come to Free Regional Network [Events](#)
- ✓ Register or update your profile on the HEaTED [website](#)
- ✓ Register and post in your [Regional Online Group](#)
- ✓ Help to spread the word in your organisation – Updates, cascade emails, event report follow up
- ✓ Run your own course through HEaTED
- ✓ Tell us what training you need
- ✓ Tweet!!
- ✓ **Bring a friend**



Training Needs Analysis Workshop

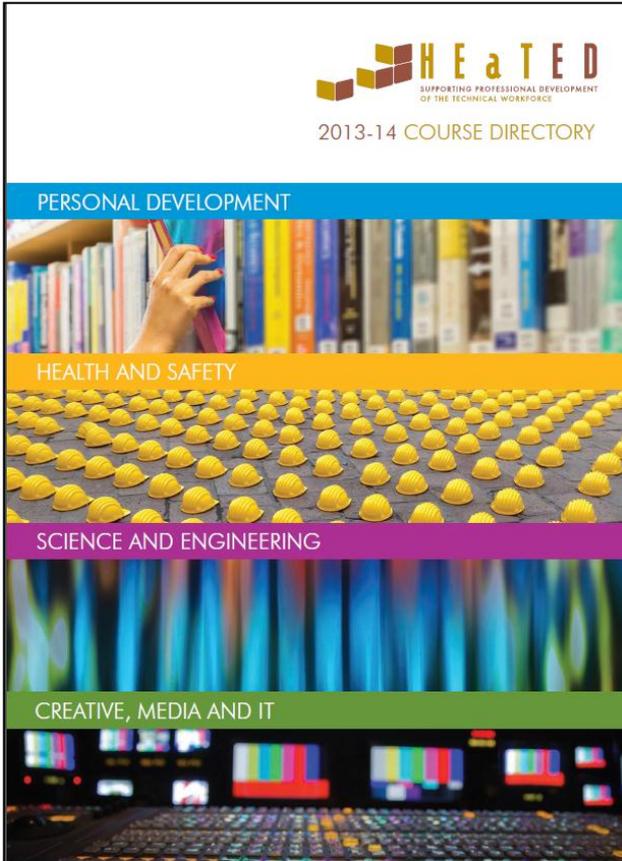
Training Needs Analysis

1. What training and development are you interested in undertaking?
2. What can we bring in-house as group bookings?
3. What do you want to see that we do not deliver?
4. What could you provide?

Browse our full Course Directory

<http://www.heated.ac.uk/our-courses/>

Course Directory



Has been sent to all University key contacts and are available to [download](#) from the HEaTED website.

PERSONAL DEVELOPMENT		HEALTH AND SAFETY		
<p>HC344 Leading Your Technical Team</p> <p>In the current climate of wide institutional change for HEIs this course will provide opportunities for updating issues of importance to supervisory or managerial technical staff from both academic and service sectors, as well as examining a range of fundamental management or leadership skills and techniques with a particular emphasis on technical teams.</p> <p>Duration: 2 days Location: Various OD</p> <p>Cost: £750.00 + VAT (members) £750.00 + VAT (non-members)</p> <p>English: A1, B1, C1, C2, D1, D2, E4 ESoSch: A1, B1, B4, C1, C2, C3, D1, E1, E2 ESo: A1, B1, B4, C1, C2, C3, D1, E1, E2</p> <p><i>"Very good, exceedingly useful and will help strategies and organise my planning of both one-on-one and group learning."</i> Post participant, Teaching and Learning Skills for Technical Staff (TCST)</p>	<p>HC145 A Counter Terrorism Awareness Course for Technical Staff</p> <p>This course will raise awareness of the terrorist threat to the UK and help participants understand the role that individuals and their employers have in helping towards the counter terrorism effort. A large part of the threat involves the use of improvised explosive devices, and many of these contain homemade explosives which are manufactured from common everyday chemicals.</p> <p>Duration: 1 day Location: Manchester OD</p> <p>Cost: No Charge (members) £250.00 + VAT (non-member)</p> <p>English: TE ESoSch: TE ESo: TE</p> <p>Did you know? If you wish to book multiple places on any of our courses, please contact us for a quote. admin@heated.ac.uk</p>	<p>HC151 Abrasive Wheels</p> <p>This course involves both classroom and practical sessions and will introduce the employer and the employee duties for the use of work equipment and explain the relevant legislation and the responsibilities under the Health and Safety at Work Act. Participants are tested at the end of the course as a part within their paper and a practical test of filling and manoeuvring hand held portable disc grinders.</p> <p>Duration: 1 day Location: UK Wide - On Demand UK OD</p> <p>Cost: £150.00 + VAT (members) £234.00 + VAT (non-member)</p> <p>English: TE ESoSch: TE ESo: TE</p>	<p>HC152 Carriage of Biological Substances, Category B and Dry Ice by Air Certification</p> <p>This course is based on the current International Air Transport Association (IATA) regulations. The course is fully approved by the Civil Aviation Authority and covers the following topics: the legislation covering the transport of dangerous goods, classification focusing on Class 6.2 and Class 9 miscellaneous dangerous goods, category A and category B shipments, packing requirements, labelling of packages and documentation. The course will conclude with an open book test.</p> <p>Duration: 1 day Location: UK Wide - On Demand UK OD</p> <p>Cost: £275.00 + VAT (members) £412.00 + VAT (non-member)</p> <p>English: A1, B1, B2, C1, C2, C3, D1, D2, E1, E2, E4 ESoSch: A1, B1, B2, C1, C2, C3, D1, E1, E2 ESo: A1, B1, B2, C1, C2, C3, D1, E1, E2</p>	
<p>HC170 Successful Negotiation Skills</p> <p>This course focuses on the skills required for successful negotiations. It gives participants practical advice on how to negotiate with confidence and discretion. The focus is very much on tactics and gives extensive tips and advice on what approach to use in negotiation scenarios as well as how to 'read' tactics when they are used on participants. The day is extremely practical in nature involving exercises, games and case studies to encourage learning by doing and a hands-on approach.</p> <p>Duration: 1 day Location: UK Wide - On Demand UK OD</p> <p>Cost: £250.00 + VAT (members) £275.00 + VAT (non-member)</p> <p>English: A1, B1, B2, C1, C2, C3, D1, D2, E4 ESoSch: A1, B1, B4, C1, C2, C3, D1, E1, E2 ESo: A1, B1, B2, C1, C2, C3, D1, E1, E2</p>	<p>HC001 / A HEaTED delivered course Teaching and Learning Skills for Technical Staff</p> <p>Technical staff are increasingly taking on teaching and training roles. Whether it is one-to-one training on specific techniques, or small group training and demonstrations, this course will equip participants with the tools needed to perform this role and contribute more effectively to the student experience. Topics include: knowing your learner; communicating with learners; structuring the training; and reflecting on participants' own delivery styles and methods.</p> <p>Duration: 1 day Location: UK Wide - On Demand UK OD</p> <p>Cost: £200.00 + VAT (members) £250.00 + VAT (non-members)</p> <p>English: A1, B1, B2, C1, C2, C3, D1, D2, E4 ESoSch: A1, B1, B2, C1, C2, C3, D1, E1, E2 ESo: A1, B1, B2, C1, C2, C3, D1, E1, E2</p>	<p>HC004 / A HEaTED delivered course Train the Technical Trainer</p> <p>This course will focus on the position of courses, seminars and briefings and will be centred on methods for training in techniques and processes associated with TSMs. The course will be fully focused on the training issues that are inherent in TSMs. Participants' objectives include: initiate and plan a training session relevant to technical and allied specialists and managers; prepare appropriate audio-visual materials; develop an atmosphere of co-operation and collaboration between participants; and lead a training session confidently and professionally.</p> <p>Duration: 1 day Location: UK Wide - On Demand UK OD</p> <p>Cost: £150.00 + VAT (members) £200.00 + VAT (non-member)</p> <p>English: A1, B1, B2, C1, C2, C3, D1, D2, E4 ESoSch: A1, B1, B4, C1, C2, C3, D1, E1, E2 ESo: A1, B1, B2, B4, C1, C2, C3, D1, E1, E2</p>	<p>HC154 Carriage of Dangerous Goods by Air Certification</p> <p>This course covers key aspects, including background to the legislation - IATA, ICAO, IAD, accepted and limited quantities; date and operator restrictions; classification; packing requirements; labelling and marking of packages; preparing the shipper's declaration for dangerous goods; Air Waybill completion; checking - acceptance checklist; segregation of cargo. The course is fully approved by the Civil Aviation Authority. Included in the course fee are one copy of the IATA Dangerous Goods Regulations, full course notes, validation and certificates for successful participants.</p> <p>Duration: 2 days Location: UK Wide - On Demand UK OD</p> <p>Cost: £455.00 + VAT (members) £552.00 + VAT (non-member)</p> <p>English: A1, B1, B2, C1, C2, C3, D1, D2, E4 ESoSch: A1, B1, B2, B4, C1, C2, C3, D1, E1, E2 ESo: A1, B1, B2, B4, C1, C2, C3, D1, E1, E2</p>	<p>HC155 Carriage of Dangerous Goods by Road</p> <p>Topics included in this course: legislative framework (UN, ADR, IMDG, ICAO/ IATA, UK Road Regulations); UN numbers and proper shipping names; packing groups and packing instructions; labelling of packages; placarding of vehicles; documentation; instructions in writing and vehicle requirements; mixed cargo; limited quantities; driving training requirements; and dangerous goods safety advisors.</p> <p>Duration: 2 days Location: UK Wide - On Demand UK OD</p> <p>Cost: £370.00 + VAT (members) £554.00 + VAT (non-member)</p> <p>English: A1, B1, B2, C1, C2, C3, D1, D2, E4 ESoSch: A1, B1, B2, B4, C1, C2, C3, D1, E1, E2 ESo: A1, B1, B2, B4, C1, C2, C3, D1, E1, E2</p>

On-demand courses

UK Wide – On Demand courses are identified in this brochure by this icon
Other HEaTED courses are also available



On Demand but can only be run in the advertised location due to the nature of the course and equipment involved.
These courses are identified in this brochure by this icon.



Browse our full Course Directory

Activity:



Using the Course Directory, indentify courses that meet your training needs – use one post-it per course

PINK POST-IT NOTES.

Fixed location courses. Use the course directory to identify courses that meet your training needs.

NOTE DOWN THE COURSE CODE & TITLE

BLUE POST-IT NOTES.



UK wide, on-demand courses you would like to see running in your Region.

NOTE DOWN THE COURSE CODE & TITLE

Browse our full Course Directory

<http://www.heated.ac.uk/our-courses/>

Activity:



**What's missing? What could you deliver?
Revenue Generation for your team.**

GREEN POST-IT NOTES.

New course suggestions. Can't find it? Request it! e.g. wood bending and steaming; laser cutting, spill response, glass blowing!
Include major content areas

YELLOW POST-IT NOTES.

What courses could you deliver through HEaTED?

[Our Teaching & Learning Skills for Technical Staff](#) course

Module 2 will equip you.

Include YOUR NAME/EMAIL

Browse our full Course Directory

<http://www.heated.ac.uk/our-courses/>

Summary:

- We will use the information you have provided to guide future provision in the region where there is sufficient demand.
- Can you help each other?
- Apply via HEaTED website for existing courses or contact HEaTED to set up on-demand courses to run at your Institution.
- Complete 'New Course Providers' form to start delivering training through HEaTED

Browse our full Course Directory

<http://www.heated.ac.uk/our-courses/>

Becoming a course provider with HEaTED

New Courses Needed



Training Needs Analysis carried out at Events and with member institutions has resulted in a range of new course requests

'To Be Sourced' lists via the News page of our website

- Creative, Media & IT
- Science & Engineering
- Health & Safety
- Personal Development

Individual Member Institutions have generated over £8000 in revenue
We can supply information on becoming a provider.

By Members, For Members, Through HEaTED
You can become a provider!

Browse our full Course Directory

<http://www.heated.ac.uk/our-courses/>

New Providers Needed



Are there any courses your Institution could deliver?

[Teaching & Learning Skills for Technical Staff Module 2](#) designed as 'Train the Trainer' and equip Technical Staff to develop into a training role.

- **Profile Raising**
- **Confidence Building**
- **Career Progressing**
- **Revenue Generating**

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Questions ?

Your next Regional Network Event



Your next event



- Topics for discussion? Theme?
- Activities and Workshops?
- Products of the meeting?
- Future Venue? We can come to you we just ask for free use of a room.
- Future Date?

HEaTED cover all catering & refreshments costs and handle all delegate registrations and administration



**@HEaTEDtechs
#HEaTEDrne**

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