



Spring 2023 Online Schedule for the Certificate in Training and Development (provisional)
(QQI Level 6 Special Purpose Award, 6S3372)

The course starts from the 9 th of January with an orientation session.	<p style="text-align: center;">Zoom Orientation Session on Monday, the 9th of January, 2023 (12 p.m. – 1 p.m.)</p> <p style="text-align: center;">Students have access to MyOTC to commence reading the material from this date.</p>
Module 1:	Training Needs Identification and Design
Online Workshop 1	Monday 16 th January, 2023
Online Workshop 2	Monday 23 rd January, 2023
Module 1 Submission Deadline	Friday 24 th February, 2023
Module 2:	Training Delivery and Evaluation
Online Workshop 3	Monday 27 th February, 2023
Online Workshop 4	Monday 6 th March, 2023
Student Presentations Assessments	<i>We will finalise the details of this presentation assessment in consultation with the group. Scheduled provisionally for the week of the 13th March, 2023.</i>
Tutorials	<i>Your Tutor is available by email and mobile for the duration of the programme. They will also be available for individual and online group tutorials in consultation with the group. These are usually an hour's session during the day or evening.</i>
Module 2 Submission Deadline	Friday 21st April, 2023

Workshops will run from 9.30 a.m. to 3.30 p.m. with comfort and lunch breaks. Attendance at these workshops is a mandatory requirement. An expert external presenter and experienced College staff will facilitate these online Zoom workshops using lectures/presentations, small group work, and individual activities. These workshops will build upon the programme resources such as the interactive module handbook via the College's eLearning platform, MyOTC, available throughout the programme.