



**Certificate in Training and Development: QQI Level 6 Special Purpose Award, 6S3372**  
**Online Autumn Rollout 2023: 1st of September 2023 - 12th of January 2024**

The course starts on the 1st of September, 2023	<b>Zoom Orientation Session</b> on Friday, 1st of September 2023, <b>from noon to 1.30 p.m.</b>  Students have access to MyOTC to start their studies after the session.
<b>Module 1: Training Needs Identification and Design</b>	
<b>Online Workshop 1</b>	Friday 8th of September 2023
<b>Online Workshop 2</b>	Friday 15 <sup>th</sup> of September 2023
<b>Module 1 Submission Deadline</b>	Friday 20th of October 2023
<b>Module 2: Training Delivery and Evaluation</b>	
The second module will start on the <b>23rd of October, 2023</b> , via MyOTC.	
<b>Online Workshop 3</b>	Friday 10th of November 2023
<b>Online Workshop 4</b>	Friday 17th of November 2023
<b>Student Online Presentations Assessments</b>	<i>We will finalise the details of this presentation assessment in consultation with the group. Scheduled provisionally for Friday 8th of December.</i>
<b>Module 2 Submission Deadline</b>	Friday 12th of January 2024

Workshops with comfort and lunch breaks will run from 9.30 a.m. to 3.30 p.m.

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.

Your Tutor is available by email and mobile for the duration of the programme. They will arrange online group/individual tutorials in consultation with participants. The group tutorials are usually an hour's session during the day or evening.