****

**Virtual Classroom delivery of Managing Safely (IOSH)**

For selected dates, this course is being offered by Virtual classroom delivery. The Trainer will deliver this course using the TEAMS webinar platform, to the same classroom group. You will be able to fully interact with the Trainer and the group, participate in group discussions and breakout rooms, view videos and boards, and have a very similar experience to that of classroom training.

You will be able to take the Managing Safely exam from home if you have a webcam. You will need to provide ID and an invigilator will monitor you throughout the exam.

**Please note** – the delivery of this course by virtual means is identical to a classroom course, this 4 day course consists of 3 days training followed by project preparation and your exam on the fourth day.

The exam is by multiple choice paper and this will be sent to you by email (including a ‘read receipt’). The exam will be completed within the virtual classroom setting and monitored by the tutor. Once complete all attendees will be required to return the completed paper by email.

In order to attend the training online, you will need access to a laptop or PC ideally at home, which has no firewall restrictions. Your laptop or desktop should have a microphone and speakers so that you can continue to interact with the Instructor, as you would within the classroom environment.

Training will take place either via the TEAMS platform, you will not be required to download any software in order to join. The system requirements can be found here:

<https://docs.microsoft.com/en-us/microsoftteams/hardware-requirements-for-the-teams-app>

Note: Most devices have built-in speakers, but you will get better audio quality while connected via VoIP if you use a headset

If you wish to make a booking, please call our **Course Booking and Information Centre** on  **01252 954007** and CTP staff will be happy to assist you.

Course Joining Instructions will be sent to those who book, and you will also receive an IOSH folder by post prior to the start date.