

HVCA

Training

Designed to assist presenters

in planning and delivering

effective talks in a

standard workplace

environment

For further information on this course
– and all other HVCA Training courses
– please **contact Sandra Pearce** on
020 7313 4929 (spearse@hvca.org.uk)

TOOLBOX TALKS: INSTRUCTIONAL TECHNIQUES

Duration: Half-day

DATES AND LOCATIONS

**Contact us to arrange dates
and venues**

Content includes:

**presentation skills; delivering
and analysing toolbox talks;
preparing and managing
practice sessions**

COST

HVCA members £70.00
Non-members £100.00

The course is recognised for Continuing Professional Development purposes by both the Construction CPD Certification Scheme and the Chartered Institution of Building Services Engineers (CIBSE)

For up-to-date information on this course – and all other HVCA Training courses – visit the HVCA website at **www.hvca.org.uk**