



TYRO BUSINESS SOLUTIONS FREQUENTLY ASKED QUESTIONS

Will I get a certificate at the end of the training?

Many of Tyro's courses are externally accredited by awarding organisations. Where this is not the case, Tyro issues certificates of attendance.

Many of our management and coaching programmes are accredited by the Institute of Leadership and Management (ILM) and successful delegates will be awarded their certificates by ILM. Full details of these programmes can be provided on request or via the website www.tyrotraining.co.uk

What prior knowledge is expected and what level of training is appropriate?

Most of our programmes are designed to provide the practical skills relevant to the role that the delegates have (or are aspiring to) and as such do not usually require any prior qualifications.

For our ILM programmes, it is essential that candidates have a job role appropriate to the level of qualification – academic qualifications previously achieved are not relevant in deciding the appropriate level of ILM programme. Our quick analysis tool (available on request or via the website www.tyrotraining.co.uk) will help you to decide the right level of course in relation to your job role.

In some cases, a telephone interview is required to ensure that the programme is at the appropriate level in relation to the delegate's role.

What time commitment is involved?

Training times and dates can be found by accessing the appropriate course information – available on request or via the website www.tyrotraining.co.uk. Training is usually delivered to a group of delegates and explores the aspects of the course topics through discussion, presentations, case studies and simulations.

Where a course is accredited externally, assessments will need to be completed in addition to the training time (assessment of microteaching for the CIEH Training Skills and Practice course is within the scheduled course time, although preparation in advance will be required).

How much work is required?

For all programmes that are accredited by ILM, each unit of the programme will be assessed through practically based assignments (using work-based projects and activities) or similar, relevant to the delegate's job role. These assignments must be completed by an agreed deadline and in delegates' own time.

Some programmes require additional reading, preparation and research as part of the course.

Full details will be provided on the first day of the course.

Are there any exams?

No - most of our programmes are designed to provide the practical skills relevant to the role that the delegates hold, and are assessed through practically based assignments (using work-based projects and activities).

What is included within the price?

Our quoted prices (unless otherwise specified) include:

- Delivery of training and support to delegates during the programme and as they complete their assignments
- Course materials, handouts and activities
- Registration with and certification from the relevant awarding organisation where appropriate or Tyro certificate of attendance
- Appropriate refreshments

Are there any subsidies towards the cost?

Our published prices are quoted net of any general subsidy that is available.

However, our team seeks out funding opportunities on a regular basis, and details of other subsidies that may be available, subject to eligibility, can be provided on request or via the website www.tyrotraining.co.uk

Where is the training delivered?

We publish dates for programmes which are delivered in our high quality training rooms in Skipton, although we are happy to discuss the possibility of delivering a specific in-house programme, customised to your needs.

For more information contact the Business and Training Adviser Team (Tel: 01756 797266) BDteam@tyrotraining.co.uk

When is the next course?

The dates of our planned courses are available on request or via the website www.tyrotraining.co.uk

If you can't find a convenient programme, please contact our Customer Service Team (01756 797266) and we will do our best to help

I have a number of my team who would benefit from management training and also feel we may have specific needs – can you deliver a programme for us?

We would be delighted to discuss the possibility of delivering a specific in-house programme for your team. We can customise the training programme to cover any specific areas relevant to your business and the individual participants.

Please contact
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