“HEaTED’s Regional Network Event at the National Oceanography Centre was an excellent day where I had the opportunity to meet technical staff from around the country and gained a great insight into the work faced by other technical institutions. Winning 1st prize for the photo I took of the Firework Anemone during the tour of the Centre was an added bonus!”

Winner of the 2013 HEaTED Members photo competition

Kevin Smith
Faculty Production Facilities Manager
University of Southampton
“The support from HEaTED has helped us to embrace and undertake change in difficult circumstances. They have helped with the development of training action plans that targets specific skill shortages. As a consequence, the University’s technical membership of HEaTED has increased significantly as they are perceived as a credible deliverer of technical training and are now the first point of call for many staff when looking for technical staff development.”

Steven Plant
Organisational Development Manager and Customer Service Excellence Project Manager
University of Liverpool

Contact HEaTED?
Website: www.heated.ac.uk
Email: admin@heated.ac.uk
Tel: 01904 328173
@HEaTEDtechs

Postal address
HEaTED
c/o National Science Learning Centre
University of York
York
YO10 5DD
INTRODUCTION TO HEaTED

What is HEaTED?

HEaTED is a membership organisation dedicated to supporting professional development of technical and professional services staff from all disciplines and specialisms in universities, colleges and related fields.

We achieve this through:

- supporting technical and professional services staff in their professional and personal development
- improving the quality of technical staff across all disciplines, therefore contributing to the improvement of student experience and research
- ensuring a long term supply of a high quality technical workforce striving for improvement

Contributing to UK PLC through continuous improvement and development of this key workforce.

What does HEaTED do for technical staff?

- identify, source, and develop specialist training courses for technical staff from all disciplines
- provide members with discounted rates on specialist and soft skills professional development and training opportunities
- manage Regional Networks to enable colleagues from neighbouring institutions to meet and discuss hot topics, share best practice, promote development opportunities and more
- provide Online Groups where members can expand on discussion from Regional Network Events, raise hot topics and share discussion and best practice with colleagues from other institutions
- use the Regional Network Events and Online Groups to serve as a ‘representative voice’

How to get involved?

Universities, colleges or individuals can take up membership of HEaTED, our membership fees are graded accordingly.

- if you are from a member organisation and want to get involved just go to www.heated.ac.uk and ‘register as a technician’ from the home page
- if you are not sure whether your organisation is a member, or want to take up membership on their behalf, just go to www.heated.ac.uk and ‘register your institution’
- or if you have any questions or want to discuss registration further please contact us: admin@heated.ac.uk

HEaTED’s Regional Networks

Our Regional Network Events are an invitation for technical and professional services staff development and other related colleagues to work together, bringing their experiences and expertise to discussions on issues like training and development, models for best technical and strategic planning and practice, proficiency standards and changes in policy and practices.

You will find details of your nearest Regional Network, the Coordinator and dates for future events on our website: www.heated.ac.uk/regional-networks

HEaTED Online Groups

Our Online Groups are where HEaTED members can access the Regional Network Event reports, any associated discussions or resources and see what hot topics are being shared with colleagues across the region. We actively encourage members to contribute to discussions even if they are unable to attend the events, as this ensures that members are kept up-to-date with progress, hot topics and sharing of best practice – your opinions and comments are important to the entire technical community so please get involved: www.nationalstemcentre.org.uk/heated

For more information about HEaTED visit: www.heated.ac.uk
HOW TO USE THIS COURSE DIRECTORY

This quick reference course directory is categorised into the following four chapters:

Chapter 1: Personal Development
Includes courses covering Leadership and Management

Chapter 2: Health and Safety
Includes courses covering Gases Handling and Stores

Chapter 3: Science and Engineering
Includes courses covering Biology, Chemistry, Electronics, Engineering, Forensic Science, Geography, Marine Science, Mathematics, Medical and Health Care, Physics

Chapter 4: Creative, Media and IT
Includes courses covering Art and Design, Creative, Media, IT and Computer Science

What is UK Wide – On Demand?
These courses can be brought to your region or arranged to run at your institution, please complete a form at: www.heated.ac.uk/request-a-course and we will contact you to make the necessary arrangements (from March 2014 you will be able to apply directly online). Please also check the HEaTED course directory for details of courses we are already running at host institutions across the UK that may have available places.

UK Wide – On Demand courses are identified in this brochure by this icon

Other HEaTED courses are also available On Demand but can only be run in the advertised location due to the nature of the course and equipment involved. These courses are identified in this brochure by this icon.

How to become a HEaTED course provider and suggest new courses
- you can become a course provider with HEaTED, further information and a new course providers form is available at: www.heated.ac.uk/heated-course-providers-form or contact us to discuss your ideas!
- you can recommend providers for us to work with and suggest new courses by emailing: admin@heated.ac.uk

How to apply for a course:
- use the course name or course code to search for the course on the HEaTED website: www.heated.ac.uk/our-courses
- click on the course you want, then complete the booking form provided under the course information
- or from March 2014 click the ‘book now’ button to be taken to our new booking system

Pricing note: All prices exclude VAT which will be added at the standard rate. Pricing is per participant unless otherwise stated. Substantial discounts are often available if you wish to book places for several participants from the same institution, please contact us for a quote.
HEaTED CONERENCE

HEaTED Conference: 16 January 2014

The 2014 HEaTED conference will be an opportunity for vocational and technical staff, technical managers, allied specialists, and staff development or HR colleagues to share ideas and practices for supporting the training and development of the technical workforce in an ever-changing environment.

The agenda and all further information is available on the website.

Duration: 1 day
Location: University of York
Cost: £100.00 + VAT (member)
     £150.00 + VAT (non-member)

This year’s theme will focus on improving support for training and development of technical and vocational staff in universities and colleges across the UK.

Visit: www.heated.ac.uk and search for course code HM001 for more information and to book.

A group discount of 20% is available when eight or more people from the same organisation book to attend the conference. Please email: admin@heated.ac.uk if you wish to take up this offer.

Exhibitors: if you are interested in exhibiting please email: admin@heated.ac.uk for details.

For more information about HEaTED visit: www.heated.ac.uk
PROFESSIONAL REGISTRATION

What is Professional Registration?
Professional Registration is an important milestone for all technical staff. It establishes your proven knowledge, understanding and competence. In particular, registration shows your peers and employers that you have demonstrated a commitment to professional standards and to developing and enhancing competence.

To ensure that technical staff are valued, recognised as professionals and accepted as an integral part of the workforce, both the Science Council and Engineering Council are promoting the benefits of Professional Registration to technical and vocational staff in universities and colleges across the UK.

What are the benefits of becoming professionally registered?
■ recognition as a professional in your field
■ improved self-motivation, career opportunities and salary prospects
■ greater influence within your organisation and industry
■ confirmation that you are highly competent in your field
■ connecting you with innovative, influential and inspirational people
■ international recognition of your qualifications

What are HEaTED doing to support Professional Registration?
To enable HEaTED members to easily see how the courses in our directory can support your progress to Professional Registration we have linked many of our courses to the required Competencies.

We have also gathered information from a range of relevant awarding bodies so that our members can see the benefits of seeking Registration through them. Visit our Professional Registration pages on the HEaTED website to read more or to download the Competencies for the following categories:
■ RSciTech
■ RSci
■ REng and EngTech
■ ICTTech

www.heated.ac.uk/professional-registration

“I definitely got the impetus for Professional Registration from my involvement with HEaTED. I’m thinking about joining a Massive Online Open Course next! Onwards and upwards!”

Val Gordon
Technician in the School of Education
University of Edinburgh
PERSONAL DEVELOPMENT

HC166
Body Language in Business: Speak the Silent Language
This practical course gives participants a ‘secret weapon’ which they can immediately use to help them gain advantage in both their professional and personal lives. The workshop introduces the ‘silent language’ of body language and focuses on applying its key aspects to make a real impact in a variety of scenarios. Through demonstrations, exercises and light-hearted delivery, participants learn how to interpret, influence and control body language for maximum business impact in both a professional and personal context.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £250.00 + VAT (member)
£375.00 + VAT (non-member)
EngTech: A1, B1, B2, C1, C2, C3, D1, D2, E1, E2, E4
RSciTech: B1, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

HC167
Effective Specification Writing
A well-written specification can make the difference in creating a productive commercial relationship and yet many people are never taught the fundamentals of writing a clear and workable specification. This course tackles the issues head-on, giving practical advice and examples to help clarify both the art and the science of the effective specification. Topics include: the starting point – definitions and difficulties; typical problems, issues and mistakes; developing a specification – inclusions and omissions; and managing non-commercial colleagues and ‘rogue’ spec writers.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £250.00 + VAT (member)
£375.00 + VAT (non-member)
EngTech: A1, B1, C1, C2, C3, D1, D2, E1, E4
RSciTech: B1, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

HC168
Introduction to Procurement
Intended for those relatively new to the profession or as an entertaining refresher course, this one day workshop introduces the basics of procurement as a profession. It takes a practical approach to learning, using games, case studies, group exercises and individual assessments to give participants a solid and entertaining first insight into the function and disciplines required to operate as a purchasing professional. Topics include: the purchasing contribution; legal aspects and contacting suppliers; and logistics and deliveries.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £250.00 + VAT (member)
£375.00 + VAT (non-member)
EngTech: A1, B1, C1, C2, C3, D1, D2, E1, E4
RSciTech: B1, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

HC150
Building on Your Leadership Skills
Technicians are an integral part of an institution, helping to boost student experience and in the production of quality research. Building on Your Leadership Skills provides an opportunity for updating issues of importance to supervisory or managerial technical staff from both academic and service areas. Topics include: leadership and motivation; managing performance; working with difficult people; influencing; and leadership intelligences.

Duration: 2 days
Location: Various
Cost: £750.00 + VAT (member)
£940.00 + VAT (non-member)
EngTech: A1, B2, C1, C2, C3, D1, D2, E4
RSciTech: B1, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

HM001
A HEaTED delivered course
HEaTED Conference: 16 January 2014
The 2014 HEaTED conference will be an opportunity for vocational and technical staff, technical managers, allied specialists, and staff development or HR colleagues to share ideas and practices for supporting the training and development of the technical workforce in an ever-changing environment. The agenda and all further information is available on the website.

Duration: 1 day
Location: University of York
Cost: £100.00 + VAT (member)
£150.00 + VAT (non-member)

Did you know?
We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote:
admin@heated.ac.uk

For the latest listings, course dates and locations please search our directory using the course code at:
www.heated.ac.uk/our-courses

Courses with this icon are available UK Wide - On Demand and are available On Demand at the advertised location.
IST CPD Programme

Recently a gap has appeared between the need for and provision of training that equips specialist or technical staff with the skills they need to carry out their roles. Through the IST we can offer a qualification which will provide a developmental route for HE, FE and other staff that can be tailored to the ‘specialist’ nature of their roles whilst providing them with the skills they need to maintain their professionalism and respond to the changing work environment.

Duration: TBC
Location: TBC
Cost: £TBC (member)
£TBC (non-member)

EngTech: TBC
RSciTech: TBC
RSci: TBC

Leadership and Management Skills for Technical Staff (Module 1)

This programme has been designed to cover six key topics, split into two modules, linking theories of leadership and management together with workplace experiences thereby providing a more holistic approach to learning. Module 1 topics: leadership vs management; supporting and leading teams; and developing self and others. Delivery is through the provision of informal active learning sessions; collaboration amongst participants to discuss core concepts and reflect on current practice is actively encouraged in order to create a more tailored learning experience.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £200.00 + VAT (member)
£250.00 + VAT (non-member)

EngTech: A1, A2, A3, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, E1, E2
RSciTech: TBC
RSci: TBC
ICTTech: A1, A2, A3, B1, B2, C1, C2, C3, D1, D2, E1, E2

Leadership and Management Skills for Technical Staff (Module 2)

This programme has been designed to cover six key topics, split into two modules, linking theories of leadership and management together with workplace experiences thereby providing a more holistic approach to learning. Module 2 topics: change management; problem solving and decision making; and creative leadership. Delivery is through the provision of informal active learning sessions; collaboration amongst participants to discuss core concepts and reflect on current practice is actively encouraged in order to create a more tailored learning experience.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £200.00 + VAT (member)
£250.00 + VAT (non-member)

EngTech: A1, A2, A3, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, E1, E2
RSciTech: B1, B3, B4, C1, C2, C3, D2, D3, E2
RSci: A1, A2, B1, B2, C1, C2, C3, D1, D2, E1, E2
ICTTech: A1, A2, A3, B1, B2, C1, C2, C3, D1, D2, E1, E2

Leadership for Managers

Managers at all levels, both of internal and external teams, face common challenges and obstacles. This course offers lots of advice and pointers to help managers navigate through their organisations. It is intended as a whistle-stop tour of how to be more effective as a leader and includes plenty of tips and tricks for future quick reference in management emergencies! Participants learn through interactive exercises and activities, and quizzes.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £250.00 + VAT (member)
£375.00 + VAT (non-member)

EngTech: A1, B1, B2, C1, C2, D1, D2, E2
RSciTech: B1, B3, B4, C1, C2, C3, D2, D3, D4, E2
RSci: B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E2

ICTTech: A1, A2, A3, B1, B2, C1, C2, C3, D1, D2, E1, E2
HC244
Leading Your Technical Team
In this current climate of wide institutional change for HEIs this course will provide opportunities for updating issues of importance to supervisory or managerial technical staff from both academic and service areas, as well as examining a range of fundamental management or leadership skills and techniques with a particular emphasis on technical teams.

Duration: 2 days
Location: Various
Cost: £750.00 + VAT (member)
    £940.00 + VAT (non-member)
EngTech: A1, B2, C1, C2, C3, D1, D2, E4
RSiCTech: B1, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSiC: B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

“Very good, exceedingly useful and will help strategise and organise my planning of both one-on-one and group learning.”
Past participant, Train the Technical Trainer (HC004)

“Enjoyable training course, good application of teaching and learning skills and strategies to enable us to support effective learning.”
Past participant, Teaching and Learning Skills for Technical Staff (HC001)

Did you know?
We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote:
admin@heated.ac.uk

HC170
Successful Negotiation Skills
This course focuses on the skills required for successful negotiations. It gives participants practical advice on how to negotiate with confidence and decisiveness. The focus is very much on tactics and gives extensive tips and advice on what approach to use in negotiation scenarios as well as how to ‘bust’ tactics when they are used on participants. The day is extremely practical in nature involving exercises, games and case studies to encourage learning by doing and a hands-on approach.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £250.00 + VAT (member)
    £375.00 + VAT (non-member)
EngTech: A1, B2, C1, C2, C3, D1, D2, E3, E4
RSiCTech: B1, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSiC: B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

HC001
Teaching and Learning Skills for Technical Staff
Technical staff are increasingly taking on teaching and demonstrating roles. Whether it is one-to-one training on specific techniques, or small group training and demonstrating, this course will equip participants with the tools needed to perform this role and contribute more effectively to the student experience. Topics include: knowing your learner; communicating with learners; structuring their training; and reflecting on participants’ own delivery styles and methods.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £200.00 + VAT (member)
    £250.00 + VAT (non-member)
EngTech: A1, A2, A3, B1, B2, B3, B4, C1, C2, C3, D1, D2, E1, E2
RSiCTech: A1, A2, A3, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, D4, E1, E2
RSiC: A1, A2, A3, B1, B2, C1, C2, C3, D1, D2, E1, E2
ICTTech: A1, A2, A3, B1, B2, C1, C2, C3, D1, D2, E1, E2

HC004
Train the Technical Trainer
This course will focus on the provision of courses, seminars and briefings and will be centred on methods for training in techniques and processes associated with TSMs. The course will be totally focused on the training issues that are relevant to TSMs. Participants’ objectives include: initiate and plan a training session relevant to technical and allied specialists and managers; assess appropriate audio-visual materials; develop an atmosphere of co-operation and collaboration between participants; and lead a training session confidently and professionally.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £150.00 + VAT (member)
    £200.00 + VAT (non-member)
EngTech: A1, A2, B2, C1, C2, C3, D1, D2, E4
RSiCTech: B1, B3, B4, C1, C2, C3, D2, D3, E2
RSiC: B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

OD

Courses with this icon are available UK Wide - On Demand and are available On Demand at the advertised location.
**HC145**  
**A Counter Terrorism Awareness Course for Technical Staff**

This course will raise awareness of the terrorist threat to the UK and help participants understand the role that individuals and their employers have in helping towards the counter terrorism effort. A large part of the threat involves the use of improvised explosive devices, and many of these contain homemade explosives which are manufactured from common everyday chemicals.

**Duration:** 1 day  
**Location:** Manchester  
**Cost:**  
- No Charge (member)  
- £25.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech</th>
<th>TBC</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech</td>
<td>TBC</td>
</tr>
<tr>
<td>RSci</td>
<td>TBC</td>
</tr>
</tbody>
</table>

**HC151**  
**Abrasive Wheels**

This course involves both classroom and practical sessions and will introduce the employer and the employee duties for the use of work equipment and explain the relevant legislation and the responsibilities under the Health and Safety at Work Act. Participants are tested at the end of the course via a short written test paper and a practical test of fitting and manoeuvring hand held portable disc grinders.

**Duration:** 1 day  
**Location:** UK Wide - On Demand  
**Cost:**  
- £156.00 + VAT (member)  
- £234.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech</th>
<th>TBC</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech</td>
<td>TBC</td>
</tr>
<tr>
<td>RSci</td>
<td>TBC</td>
</tr>
</tbody>
</table>

**HC153**  
**Carriage of Biological Substances, Category B and Dry Ice by Air Certification**

This course is based on the current International Air Transport Association (IATA) regulations. The course is fully approved by the Civil Aviation Authority and covers the following topics: the legislation covering the transport of dangerous goods; classification focusing on Class 6.2 and Class 9 miscellaneous dangerous goods; category A and category B shipments; packing requirements; labelling of packages; and documentation. The course will conclude with an open-book test.

**Duration:** 1 day  
**Location:** UK Wide - On Demand  
**Cost:**  
- £275.00 + VAT (member)  
- £412.50 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech</th>
<th>A1, A2, B2, C1, C2, D1, D2, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech</td>
<td>A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci</td>
<td>A3, B1, B2, B3, C1, C2, C3, D2, D4, E1, E2</td>
</tr>
</tbody>
</table>

**HC154**  
**Carriage of Dangerous Goods by Air Certification**

This course covers key aspects, including: background to the legislation – UN, ICAO, IATA; excepted and limited quantities; state and operator variations; classification; packing requirements; labelling and marking of packages; preparing the shipper’s declaration for dangerous goods; Air Waybill shipment checking – acceptance checklist; segregation of cargo. The course is fully approved by the Civil Aviation Authority. Included in the course fee are loan copies of the IATA Dangerous Goods Regulations, full course notes, validation and certificates for successful participants.

**Duration:** 3 days  
**Location:** UK Wide - On Demand  
**Cost:**  
- £455.00 + VAT (non-member)  
- £682.50 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech</th>
<th>A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech</td>
<td>A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci</td>
<td>A3, B1, B2, B3, C1, C2, C3, D2, D4, E1, E2</td>
</tr>
</tbody>
</table>

**HC155**  
**Carriage of Dangerous Goods by Road**

Topics included in this course: legislative framework (LIN, ADR, IMDG, ICAO/IATA, UK Road Regulations); UN numbers and proper shipping names packing groups and packing instructions; labelling of packages; placarding of vehicles; documentation; instructions in writing and vehicle requirements; mixed cargo; limited quantities; driving training requirements; and dangerous goods safety advisers.

**Duration:** 2 days  
**Location:** UK Wide - On Demand  
**Cost:**  
- £370.00 + VAT (member)  
- £555.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech</th>
<th>A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech</td>
<td>A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci</td>
<td>A3, B1, B2, B3, B4, C1, C2, C3, D2, D4, E1, E2</td>
</tr>
</tbody>
</table>

**For the latest listings, course dates and locations please search our directory using the course code at:**

[www.heated.ac.uk/our-courses](http://www.heated.ac.uk/our-courses)

“A very good course on abrasive wheels, with all current legislation explained fully by the lecturer, and as a practitioner himself was able to give exact answers to any questions that were asked during the session. Very well done in my opinion.”  
Past participant, Abrasive Wheels (HC151)

“Excellent course, very useful for my job and the trainer made key points very clear to understand.”  
Past participant, Carriage of Biological Substances, Category B and Dry Ice by Air Certification (HC153)

“Well presented and well run course covering all aspects of dangerous goods carriage that I needed. Exercises were carried out to reinforce learning which was very successful. Questions were encouraged and answered fully. Very happy with the course overall.”  
Past participant, Carriage of Dangerous Goods by Air Certification (HC154)
HC156

Carriage of Diagnostic and Infectious Substances by Air

This course covers key aspects, including: background to the legislation – UN, ICAO, IATA, ADR and IMDG; classification; infectious substances, biological products and exemptions; packaging requirements; labelling and marking; packaging testing; and documentation. The course material is based on the current International Air Transport Association (IATA) regulations for the Carriage of Infectious Substances by Air, which are the most stringent used. The course is fully approved by the Civil Aviation Authority. Fee includes loan copies of the IATA Dangerous Goods Regulations.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £275.00 + VAT (member)
      £412.50 + VAT (non-member)

HC133

Combined Laboratory and Cryogenic Gases Safety Awareness

This instructor led course comprehensively covers the safe use of gas cylinders, cryogenic liquids and associated equipment in a university or college environment. It also covers owner or operator responsibilities regarding piped systems. The course will enable participants to: correctly ID gas cylinders; recognise how gas cylinders operate; be aware of the hazards of asphyxia, introduce safe working practice into the workplace; reduce risks when using cryogenic liquids or gases; and manage safe storage of cryogenic vessels and liquids or gases.

*Price shown is per course and up to 20 participants can attend from an institution.

Duration: 0.75 day
Location: UK Wide - On Demand
Cost: *£1840.00 + VAT (member)
      *£2500.00 + VAT (non-member)

HC134

Connecting Regulators and Gas Cylinder Set Up Practical Training for Universities

This practical workshop can be booked as an optional extra with either the instructor led or online laboratory gases training. It gives participants the opportunity to practice how to safely set up, leak test and shut down a gas cylinder and associated equipment. It will enable participants to: appreciate the need for personal protective equipment and using the correct cylinder trolleys; select the correct gas control equipment; correctly leak test a gas system; and introduce safe working practices to the workplace.

*Price shown is per course and up to 20 participants can attend from an institution.

Duration: 2 hours
Location: UK Wide - On Demand
Cost: *£850.00 + VAT (member)
      *£1275.00 + VAT (non-member)

HC171

COSHH for Chemicals in a Technical Workplace (Full Course)

This course provides background information, identifies the skills and knowledge required by assessors and enables these skills to be put into practice in a workplace that uses chemicals. It will also consider the implications for COSHH of the recently introduced Globally Harmonised System for classification and labelling of chemicals (GHS). It can be delivered as a half-day (course HC172, Introduction) or a full day (course HC171) and can be tailored to an organisation’s existing procedures and documentation.

Duration: 1 day
Location: UK Wide - On Demand
Cost: £105.00 + VAT (member)
      £160.00 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2
HC172
COSHH for Chemicals in a Technical Workplace (Introduction)

This course provides background information, identifies the skills and knowledge required by assessors and enables these skills to be put into practice in a workplace that uses chemicals. It will also consider the implications for COSHH of the recently introduced Globally Harmonised System for classification and labelling of chemicals (GHS). It can be delivered as a half-day (course HC172, Introduction) or a full day (course HC171) and can be tailored to an organisation’s existing procedures and documentation.

Duration: 0.5 day
Location: UK Wide - On Demand
Cost: £75.00 + VAT (member)
       £115.00 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D1, D2, E1, E2

HC135
Cryogenic Gases Safety Awareness

Over the duration of this course participants will cover the safe use of cryogenic liquids and associated equipment in a university or college environment. It will enable participants to: correctly identify cryogenic vessels; be aware of the hazards of asphyxia; reduce risks when using cryogenic gases; recognise the need for ventilation and atmospheric monitoring; and introduce safe working practices to the workplace.

*Price shown is per course and up to 20 participants can attend from an institution.

Duration: 0.5 day
Location: UK Wide - On Demand
Cost: *£1500.00 + VAT (member)
       *£2120.00 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D1, D2, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D1, D2, E1, E2

HC158
Industrial Gas Use Workshop

Employers and employees must meet their obligations in respect of the Health and Safety at Work Act 1974 Section 2.2: “provide information, training and supervision to all people who are exposed to risks”. This course combines a classroom session with practical instruction on manual handling and regulator fitting. At the start of the course what, where and how gases are used by participants will be determined and the programme will be structured to place emphasis on the most appropriate elements.

*Price shown is per course and up to 20 participants can attend from an institution.

Duration: 0.5 day
Location: UK Wide - On Demand
Cost: *£2220.00 + VAT (member)
       *£3330.00 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2
## Laboratory Gases Foundation Workshop

The utilisation of gases in the potentially hazardous laboratory environment may present a unique set of risks; these risks are no less serious even where users work with gas products on a less frequent or involved basis. This course is intended for those users who simply utilise gases in a process without being required to fit regulators, decant cryogens or exchange cylinders. The course provides an introduction to the hazards and properties of common laboratory compressed and cryogenic gases.

*Price shown is per course and up to 20 participants can attend from an institution.

**Duration:** 0.5 day  
**Location:** UK Wide - On Demand  
**Cost:**  
- £2220.00 + VAT (member)  
- £3330.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech:</th>
<th>A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech:</td>
<td>A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci:</td>
<td>A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
</tbody>
</table>

## Laboratory Gases Safety Awareness

This course comprehensively covers the safe use of gas cylinders and associated equipment in a university or college environment. It also covers owner or operator responsibilities regarding piped systems. The workshop will enable participants to: correctly identify gas cylinders; recognise how gas cylinders operate; identify flammability hazards; and introduce safe working practices to the workplace.

*Price shown is per course and up to 20 participants can attend from an institution.

**Duration:** 0.5 day  
**Location:** UK Wide - On Demand  
**Cost:**  
- £1500.00 + VAT (member)  
- £2120.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech:</th>
<th>A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech:</td>
<td>A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci:</td>
<td>A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
</tbody>
</table>

## Liquid Nitrogen Decanting Practical Training for Universities

This traditional instructor led practical workshop can be booked as an optional extra with either the instructor led or online cryogenic gases training. It gives participants the opportunity to practice hands-on how to safely decant liquid nitrogen from one vessel to another. The course will enable participants to: correctly identify cryogenic vessels; be aware of the hazards posed by cryogenic liquids; control hazards when decanting cryogenic liquids; and introduce safe working practices into their working environment.

*Price shown is per course and up to 20 participants can attend from an institution.

**Duration:** 2 hours  
**Location:** UK Wide - On Demand  
**Cost:**  
- £850.00 + VAT (member)  
- £1275.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech:</th>
<th>A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech:</td>
<td>A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci:</td>
<td>A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
</tbody>
</table>

## Managers and Supervisors Gas Safety Workshop

This workshop is designed to enable managers, supervisors and health and safety professionals to effectively identify, assess and then control gas safety issues. Using real life case studies, it introduces participants to tools and techniques used to identify work patterns that create risk. Participants are taken from first principles to in-depth modules on a range of topics from hazardous properties to equipment care, all fully supported with checklists, audit tools and documentation to check compliance.

*Price shown is per course and up to 20 participants can attend from an institution.

**Duration:** 1 day  
**Location:** UK Wide - On Demand  
**Cost:**  
- £2220.00 + VAT (member)  
- £3330.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech:</th>
<th>A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech:</td>
<td>A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci:</td>
<td>A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
</tbody>
</table>

## Medical Gas User Workshop

Medical gases are safe in everyday use; however, a simple error due to a lack of understanding or the use of inappropriate practice can put patients and staff at risk. The result could be an incident with far-reaching effects. This course provides support to meet the training obligations of NHS HTM 2022 which recommends gas safety training for all nurses, porters and medical staff, covering fire hazards of oxygen enrichment, cylinder preparation, regulator fitting, leak testing and manual handling techniques.

*Price shown is per course and up to 20 participants can attend from an institution.

**Duration:** 0.5 day  
**Location:** UK Wide - On Demand  
**Cost:**  
- £2220.00 + VAT (member)  
- £3330.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech:</th>
<th>A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech:</td>
<td>A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci:</td>
<td>A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
</tbody>
</table>

## Medical Liquid Nitrogen Safety

Medical gases are safe in everyday use; however, a simple error due to a lack of understanding or the use of inappropriate practice can put patients and staff at risk. The result could be an incident with far-reaching effects. This course covers key aspects of liquid nitrogen safety, including: gas properties; PPE; movement of LN in lifts; oxygen enrichment and deficiency; vessels and ice plugs; pre-fill checks; hazards from cold; spillage emergency actions; and first aid for cold burns.

*Price shown is per course and up to 20 participants can attend from an institution.

**Duration:** 0.5 day  
**Location:** UK Wide - On Demand  
**Cost:**  
- £2220.00 + VAT (member)  
- £3330.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech:</th>
<th>A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech:</td>
<td>A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci:</td>
<td>A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2</td>
</tr>
</tbody>
</table>
HC164  Mobile Oxy-Fuel Gas User Workshop

Recent serious incidents involving mobile oxy-fuel gas equipment have emphasised the need for employers and managers to review current safety training and practices in order to meet their obligations under the Health and Safety at Work Act. 90% of all flashback incidents occur as a result of incorrect light up procedure. This workshop covers the potential hazards and associated safety procedures. Participants receive pre-use and safe light up and shutdown checklists for ready reference. Includes classroom and practical sessions.

*Price shown is per course and up to 20 participants can attend from an institution.

Duration: 0.5 day
Location: UK Wide - On Demand
Cost: £2220.00 + VAT (member)
      £3330.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, C3, D1, D2, D3, E1, E2, E3, E4
RSciTech: A1, A2, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, D4, E1, E2

HC165  Mobile Oxy-Fuel Units Annual Inspection Module

To satisfy the Provision and Use of Work Equipment Regulations 1998 and BCGA CP7 it is essential that an annual inspection is carried out on this equipment. This course gives employees appointed by the company instruction on how to undertake and record the annual inspection of mobile oxy-fuel units. Participants receive annual inspection checklists plus an inspection manual. Topics covered include: single and multi-stage regulators; backfires and flashbacks; date coding; importance of purging; torches and nozzles; and annual inspection procedure.

*Price shown is per course and up to 20 participants can attend from an institution.

Duration: 0.5 day
Location: UK Wide - On Demand
Cost: £2222.00 + VAT (member)
      £3330.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, D4, E1, E2

HC173  PAT Training: Safety Awareness

At the end of the course participants will be aware of their legal responsibilities and procedures for testing portable electrical appliances as defined in the Electricity at Work Regulations 1989/90. The course can be tailored to their specific requirements, around their existing hardware or software. The course covers the following topics: introduction to the law; training summary of HSG 107/IEE code/FEI and the new IET recommendations; procedures; documentation; labelling; and inspection.

Duration: 0.5 day
Location: UK Wide - On Demand
Cost: £120.00 + VAT (member)
      £150.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, D4, E1, E2

HC194  Practical Tungsten Inert Gas (TIG) Welding

This course would suit both novices and those with a basic understanding of TIG welding. It will cover the theory of TIG welding but emphasis will be in developing practical welding skills. Demonstrations of welding a variety of materials including stainless steel, mild steel and aluminium will be given. On completion participants will have developed practical welding skills, understand the theory of TIG welding, appreciate the safety implications and be confident in preparing weld sites and electrodes for different materials.

Duration: 1 day
Location: University of Sheffield
Cost: £120.00 + VAT (member)
      £180.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, D2, E1, E2, E3, E4
RSciTech: A1, A2, B1, B2, B3, B4, D1, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, D4, E1, E2
HC138

**Transporting Gas Cylinders Safely**

This comprehensive online safety course can be used to train new staff or as a cost effective refresher option. After the course, participants will be able to: determine the transport category for each gas; determine the transport units applicable to their gas cylinders; calculate their load’s Total Load Transport Units to identify whether it is above or below its threshold limit; take the appropriate action before they start a journey transporting gas cylinders; and introduce safer practices into their workplace.

- **Duration:** 1 hour
- **Location:** e-Learning
- **Cost:** £4.75 + VAT (member) £4.75 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, D1, D2, E1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2

HC139

**Using Gas Cylinders Safely Within Universities**

Through this online interactive course, participants will be able to: identify gas cylinders; be aware of the hazards of asphyxia; recognise the hazards posed by oxygen enrichment; select the correct gas control equipment; identify the key stages in using cylinders safely; recognise the hazards associated with handling cylinders; re-assess current storage facilities in line with safe working practices; become proactive in assessing risk when using gas cylinders; and introduce safe working practices into their workplace.

- **Duration:** 2 hours
- **Location:** e-Learning
- **Cost:** £24.75 + VAT (member) £27.25 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, C1, C2, C3, D2, D3, E1, E2
RSci: A3, B1, B2, B3, C1, C2, C3, D2, D3, E1, E2

---

HC193

**Safe Lifting and Slinging Procedures**

This course provides an introduction to the safe use of lifting and associated equipment. It gives instruction on the correct way to sling a load prior to lifting, and the safe way of lifting objects using overhead cranes and hoists. It gives an insight into recent legislation: The Provision and Use of Work Equipment Regulations (PUWER) and Lifting Operations and Lifting Equipment Regulations (LOLER). It also provides instruction on the identification of safe working loads and the estimation of weights.

- **Duration:** 2 hours
- **Location:** UK Wide - On Demand
- **Cost:** £65.00 + VAT (member) £97.50 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, E1, E2

HC195

**Safe Use of Laboratory Gases**

This course will instruct participants in the safe use of compressed gas cylinders, regulators etc, and how to deal with associated hazards. Participants will cover the basics of compressed gas cylinders. The course will provide instruction on the choice of regulators and how to use them in a correct manner. Recognition, care and maintenance of pressure hoses will also be included, together with guidance on the visual and practical inspections for leaks and troubleshooting of faulty equipment.

- **Duration:** 2 hours
- **Location:** UK Wide - On Demand
- **Cost:** £65.00 + VAT (member) £97.50 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2

HC204

**Safe Working with Laser Equipment**

This course will provide an overview of the legislative background and standards that cover the uses of sources of ionising radiation (including the enactment of the European Optical Directive in 2010). There will be an introduction to the types of lasers in common use and the hazards arising there from, and this will be followed by discussions on practical measures that can be taken, eg engineering controls, administrative measures and PPE. Facility design will also be considered.

- **Duration:** 1 day
- **Location:** University of Leeds
- **Cost:** £135.00 + VAT (member) £270.00 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, C1, C2, C3, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2

---

"Excellent and clear presentation and effective training for safe handling of gas cylinders. The trainer was helpful and knowledgeable as well as quite entertaining."

Past participant, Safe Use of Laboratory Gases (HC195)

**Did you know?**

We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote:

admin@heated.ac.uk
Using Medical Gas Cylinders Safely (Excluding Cylinder Storage and Manifold Systems)

This comprehensive online course can be used to train new staff or as a cost effective refresher option. After the course, participants will be confident in key aspects of safety, including: identifying medical gas cylinders; recognising how cylinders operate; hazards posed by oxygen enrichment; identifying flammability hazards; correct medical gas regulator and flow-meter; key stages in preparing a cylinder for use; the hazards of using incorrect manual handling techniques; and introducing safe working practices into their workplace.

Duration: 2 hours
Location: e-Learning
Cost:
- £19.95 + VAT (member)
- £21.95 + VAT (non-member)

EngTech: A1, A2, B2, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

Using Medical Gas Cylinders Safely (Including Cylinder Storage and Manifold Systems)

This comprehensive online course can be used to train new staff or as a cost effective refresher option. After the course, participants will be confident in key aspects of safety, including: identifying medical gas cylinders; recognising how cylinders operate; hazards posed by oxygen enrichment; identifying flammability hazards; correct medical gas regulator and flow-meter; key stages in preparing a cylinder for use; the hazards of using incorrect manual handling techniques; and introducing safe working practices into their workplace.

Duration: 2 hours
Location: e-Learning
Cost:
- £19.95 + VAT (member)
- £21.95 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

Using Liquid Nitrogen Safely

This comprehensive online course can be used to train new staff or as a cost effective refresher option. After the course, participants will be confident in key aspects of safety, including: properties of cryogenic liquids; human reaction in oxygen deficient situations; potential hazards posed by an uncontrolled release of pressure; how a pressurised cryogenic vessel operates; key safety procedures when decanting liquid nitrogen; the dangers of transporting cryogenic vessels in lifts; and correct storage and manual handling practices.

Duration: 2 hours
Location: e-Learning
Cost:
- £24.75 + VAT (member)
- £27.25 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

Using Liquid Nitrogen Safely Within Educational Establishments

This comprehensive online course can be used to train new staff or as a cost effective refresher option and has been tailored to suit staff in a university or college environment. After the course, participants will be confident in key aspects of safety, including: cryogenic liquids properties; human reaction in oxygen deficient situations; potential hazards posed by an uncontrolled release of pressure; how a pressurised cryogenic vessel operates; key safety procedures when decanting liquid nitrogen; dangers of transporting cryogenic vessels in lifts; and correct storage and manual handling practices.

Duration: 2 hours
Location: e-Learning
Cost:
- £24.75 + VAT (member)
- £27.25 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

Using Oxy-Fuel Gases Safely

This comprehensive online course can be used to train new staff or as a cost effective refresher option. After the course, participants will be confident in key aspects of safety, including: correct identification of gas cylinders; recognising how cylinders operate; hazards of asphyxia; hazards posed by oxygen enrichment; identify flammability hazards; correct regulators; current storage facilities in line with safe working practices; and introducing safe working practices into their workplace. This workshop is designed for users of oxy-fuel gases only.

Duration: 3 hours
Location: e-Learning
Cost:
- £49.50 + VAT (member)
- £54.50 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, C3, D1, D2, E1, E2, E3, E4
RSciTech: A1, B1, B2, B3, B4, C1, C2, C3, D2, D3, E1, E2
RSci: A3, B1, B2, B3, B4, C1, C2, C3, D2, D3, D4, E1, E2

For the latest listings, course dates and locations please search our directory using the course code at: www.heated.ac.uk/our-courses

For our full course listings visit: www.heated.ac.uk/our-courses
**HC179**

**Advanced Course in Mammalian Cell Biology**

This laboratory-based course provides a theoretical and experimental framework of cell biology techniques. The programme enables participants to gain the experience in culturing mammalian cells, inducing or knocking down the expression of cellular proteins, examining subcellular localisation by immunofluorescent microscopy etc.

**Duration:** 3 days  
**Location:** University College London  
**Cost:** £712.50 + VAT (member)  
£750.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

---

**HC181**

**Amino Acid Analysis Course**

This course covers amino acid analysis using HPLC. Through the course, participants will develop an understanding of the merits of the different detection methods and derivatisation reagents, the relative merits of reversed phase and ion exchange, and when to use HPLC and when to use an analyser. Dr Stuart Jones will lead participants through key HPLC elements, with the second full practical day running samples in the lab.

**Duration:** 2 days  
**Location:** Rochester  
**Cost:** £650.00 + VAT (member)  
£695.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

---

**HC125**

**Basic Maintenance and Repair of Electrical Equipment**

This course enables participants to check electrical apparatus for faults, and learn how to do some basic repairs. Participants will be asked prior to attendance what equipment they are likely to tackle in their employment and whether they can bring any of their own equipment to the course. The course may be tailored to meet different needs. Bringing together theory and practical aspects, the course covers key topics, including: safety aspects; external checking of equipment; and dismantling equipment.

**Duration:** 1 day  
**Location:** UK Wide - On Demand  
**Cost:** £100.00 + VAT (member)  
£150.00 + VAT (non-member)

**EngTech:** TBC  
**RSciTech:** TBC  
**RSci:** TBC

---

“I enjoyed the course very much. The talks were informative and well presented. The practicals were interesting and I enjoyed talking to the other colleagues.”

Past participant, An Introduction to the Theory and Practice of Molecular Biology (HC128)

---

For the latest listings, course dates and locations please search our directory using the course code at:  
www.heated.ac.uk/our-courses
**Biological and Microbiological Safety Course**
This highly successful course is designed to prepare academics, technicians, students, facility managers and industrial scientists with little or no background in biology or microbiology for safety management, research or teaching involving biological materials or biological agents. The course covers a broad range of topics from basic microbiological principles and techniques, legislation and risk assessment for the use of biological and microbiological materials through to the design, equipment and use of containment laboratories for handling pathogenic materials.

**Duration:** 2 days  
**Location:** Durham University  
**Cost:** £250.00 + VAT (member)  
£375.00 + VAT (non-member)

EngTech: A1, A2, B2, C1, C2, D1, D2, E1, E2  
RSciTech: A1, A2, B1, B2, C1, C2, D1, D2  
RSci: A3, B1, B2, C1, D1, D2

---

**Bioscience Technology Insight Day**
A unique overview of some of the key platform techniques and technologies in biology, providing a refresher or first introduction to the latest approaches and how they really work. The annual open day covers: imaging and flow cytometry; genomics and bioinformatics; proteomics; protein overexpression, fermentation and purification; protein properties and interactions; and computing systems for biologists.

**Duration:** 1 day  
**Location:** University of York  
**Cost:** £89.00 + VAT (member)  
£99.00 + VAT (non-member)

EngTech: TBC  
RSciTech: TBC  
RSci: TBC

---

**Cold Casting and Model Making for Life Sciences**
This practical based, one-to-one course will enable participants to manufacture models or components out of various materials. It involves pattern or master preparation, mould making and casting in various materials. Topics include: problems with mould making; preparing master moulds; different types of moulds; rigid and flexible moulds; making casts from moulds; and colouring casts. The course will be taught through a combination of tutorials, demonstrations and practical sessions.

**Duration:** 2 days  
**Location:** University of St Andrews  
**Cost:** £240.00 + VAT (member)  
£300.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, D2, E2, E3, E4  
RSciTech: A1, A2, A3, B1, B2, B3, B4, C1, C2, C3, C4, D1, D2, D3, E1, E2  
RSci: A1, A2, A3, A4, B1, B2, B3, B4, C1, C2, C3, D1, D2, D3, D4, E1, E2

---

**Clarity Data System Course**
Through this course, participants will explore many aspects of Clarity data systems from basic integration parameters to adding data manually to calibration. Led by Dr Stuart Jones and held at Laserchrom HPLC Laboratories Ltd, the course will offer participants vital knowledge on working with Clarity data systems. The course fee includes all training notes and folder, lunch, tea and coffee, and course certificate.

**Duration:** 1 day  
**Location:** Rochester  
**Cost:** £175.00 + VAT (member)  
£195.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, C3, D1, D2, E1, E2  
RSciTech: A1, A3, B1, B2, B3, B4, D1, D2  
RSci: A3, B1, B2, D1, D2, D3, E1, E2

---

**Electron Microscopy Workshop**
This workshop will provide participants with an introduction to the basics of electron microscopy (EM), an overview of the equipment available at the University of Manchester and some hands-on experience. The one day course will cover key topics and techniques including: what you can and cannot do with EM; standard sample preparation for routine EM; pre-embedding and post-embedding immuno-EM; and single particle analysis. The morning session will cover EM theory and the afternoon will focus on practical work.

**Duration:** 1 day  
**Location:** University of Manchester  
**Cost:** £248.00 + VAT (member)  
£300.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, D2, E1, E2  
RSciTech: A1, A3, B1, B2, B3, B4, D1, D2  
RSci: A3, B1, B2, D1, D2, D3, E1, E2

---

**Did you know?**
We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote:
admin@heated.ac.uk

---

*“Very useful and informative course. Good use of lectures and practical activities. Tutors very helpful.”*  
Past participant, Biological and Microbiological Safety Course (HC127)

*“I found the course very enjoyable and informative and I’m glad I went on it.”*  
Past participant, Cold Casting and Model Making for Life Sciences (HC146)

---

![Picture: Ciaran O’Neil, Queen’s University Belfast](image-url)
SCIENCE AND ENGINEERING

For the latest listings, course dates and locations please search our directory using the course code at: www.heated.ac.uk/our-courses

HC210

GC Operation and Troubleshooting

This hands-on, practical course is designed to be an introduction to GC operation. Participants will receive training and instruction on basic GC operations and troubleshooting. The content can be adjusted to suit the requirements and skill level of the participants to allow them to progress at their own pace. Topics include: introduction to GC Chromatographic method and temperature column handling; system troubleshooting; basic regular preventative maintenance; and practical advice, discussion and conclusions.

Duration: 1 day
Location: University of Westminster
Cost: £250.00 + VAT (member)  
£375.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, D1, E2, E3, E4
RSCTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2

HC149

HPLC Maintenance and Troubleshooting

This course is designed to give new and advanced HPLC users an insight into basic HPLC operations and troubleshooting. It is a hands-on course designed to be attended by three users. By attending this course, HPLC users can improve their ability to: run samples using all their system’s capabilities; identify the source of a problem; fix small problems themselves; and improve the quality of their chromatograms. The course will also cover basic day-to-day maintenance, regular preventative maintenance and practical advice.

Duration: 1 day
Location: Bedford
Cost: £894.00 + VAT (member)  
£1125.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, D1, E2, E3, E4
RSCTech: A1, A2, B1, B2, C1, D1, D2, E2, E3, E4
RSci: A1, A2, B1, B2, C1, D1, E2, E3, E4

HC184

HPLC in Hospital Laboratories Course

This course discusses the following separations: catecholamines and metanephrines, 5-HIAA and metabolites, vitamins, carotens, HbA1C and amino acids. Eddie Carr and Dr Stuart Jones cover the reason for doing the analysis, the types of samples that will be encountered, the sample preparation process and the HPLC requirements for the separation. Potential problems with each method will be discussed so that after the course each participant should have a good understanding of each method and feel confident to troubleshoot these methods.

Duration: 2 days
Location: Rochester
Cost: £650.00 + VAT (member)  
£695.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, D1, D2, D3, E1, E2
RSCTech: A1, A3, B1, B2, B4, D2, E3, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2

HC185

HPLC of Sugars Course

Sugar analysis is complex; many sugars are very similar with almost identical polarity and no UV chromaphore. This course covers the main ways to analyse sugars, helping analysts to develop the knowledge to select the most appropriate approach to their sugar separation. Dr Stuart Jones will cover key elements of sugars, including: how sugars combine; detection methods; and HPLC methods of analysis. Day two will focus on practicals in the lab, running sugar samples, including syrups and oligo mixes.

Duration: 2 days
Location: Rochester
Cost: £650.00 + VAT (member)  
£695.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
RSCTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2


Courses with this icon are available UK Wide - On Demand and OD are available On Demand at the advertised location
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Description</th>
<th>Duration</th>
<th>Location</th>
<th>Cost (member)</th>
<th>Cost (non-member)</th>
<th>EngTech</th>
<th>RSciTech</th>
<th>RSci</th>
</tr>
</thead>
<tbody>
<tr>
<td>HC187</td>
<td>Intermediate Practical HPLC Course</td>
<td>Dr Stuart Jones will lead participants through key aspects of HPLC, including: HPLC columns – differences between different C18 packings; effects of changing column length, and how to decide the best length to use; and effects of changing flow rate. The course includes three practical experiments: the analysis of mono- and divalent cations by ion chromatography; analysis using an internal standard; and running a gradient method. Fee includes all training notes, folder, lunch, tea and coffee, and course certificate.</td>
<td>2 days</td>
<td>Rochester</td>
<td>£450.00 + VAT</td>
<td>£495.00 + VAT</td>
<td>A1, A2, B1, B2, C1, C2, D1, E2, E3, E4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HC199</td>
<td>Introduction to Immunohistochemistry</td>
<td>This one-to-one course will provide participants with an introduction to the theory and principles behind immunohistochemistry, along with practical experience of staining sections using immunohistochemistry. Through seminar and practical work, participants will gain an understanding of immunohistochemistry including the examining and studying of stained sections and key troubleshooting problems.</td>
<td>1 day</td>
<td>University of Glasgow</td>
<td>£95.00 + VAT</td>
<td>£190.00 + VAT</td>
<td>A1, A3, B1, B2, B4, D2, D3, E1, E2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HC246</td>
<td>Introduction to Laser Profiling and Engraving</td>
<td>A practical based one-to-one course. This course is designed to give participants fundamental knowledge and operating skills to laser profile and engrave a range of Perspex/acrylics/ABS, card, wood etc (not including metals). Typical uses are parts prototyping, sign making, consumables, model making and plastics fabrication. Participants are welcome to bring an example of parts required in their own workplace and manufacture them on our machine.</td>
<td>1 day</td>
<td>Durham University</td>
<td>£120.00 + VAT</td>
<td>£180.00 + VAT</td>
<td>TBC</td>
<td>TBC</td>
<td>TBC</td>
</tr>
<tr>
<td>HC190</td>
<td>Introduction to Practical HPLC Course</td>
<td>Dr Stuart Jones offers a practical introduction to HPLC, including: basic theory of HPLC; manual injection valves, isocratic pumps and UV detection; making up accurate mobile phase composition and degassing; as well as basic precautions to avoid problems. By the end of the course, participants should be able to operate a HPLC system, including: making up a sample and a mobile phase; switching on and operating an isocratic HPLC system; making a manual injection; using autosamplers; and replacing a column.</td>
<td>2 days</td>
<td>Rochester</td>
<td>£450.00 + VAT</td>
<td>£495.00 + VAT</td>
<td>A1, A2, B1, B2, C1, C2, D1, E2, E3, E4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

For our full course listings visit: www.heated.ac.uk/our-courses  Follow us: @HEaTEDtechs
SCIENCE AND ENGINEERING

HC130
**Introductory CNC Milling: Protrak Control**
A practical based one-to-one course, providing participants with practical hands-on experience in fundamental CNC milling. Topics include: understanding the constraints of the machine; setting appropriate tooling; simple programming using Protrak controller; and general machining in 2D and 3D. By the end of the course participants will be able to set up the machine correctly, produce a component with a PCD and machine components in 3D. The training is flexible to each participant’s requirements, with a hands-on approach using in-house technical support.

**Duration:** 1 day  
**Location:** Durham University  
**Cost:** £120.00 + VAT (member)  
£180.00 + VAT (non-member)

EngTech: TBC  
RSciTech: TBC  
RSci: TBC

“**My experience of the training was extremely positive and helpful. It is my intention to purchase a 3D printer for the work I do. The information and advice given will help me select a more suitable product for our needs. The trainers were very knowledgeable and helpful. All in all it was a very informative and pleasant experience.**”  
Past participant, Rapid Prototyping (3D Printing) (HC132)

“I feel confident to carry out more thorough maintenance cleaning and checks on university microscopes.”  
Past participant, Servicing and Maintaining Routine Optical Microscopes (HC126)

HC131
**Introductory TIG Welding**
A practical based one-to-one course designed to be an introduction to TIG welding. The course will offer participants hands-on training and instruction on welding mild steel, stainless steel and aluminium. Since the course is designed as a one-on-one format, the content and variation can be adjusted to suit the requirements and skill level of the individual attending allowing participants to progress at their own pace.

**Duration:** 1 day  
**Location:** Durham University  
**Cost:** £120.00 + VAT (member)  
£180.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4  
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2  
RSci: A3, B1, B2, D1, D2, D4, E1, E2

HC200
**Molecular Biology Basic Terms and Techniques**
Molecular biology is a fast moving area of biosciences which brings with it terms and techniques that are often complex and shrouded in jargon. This course aims to enhance understanding of complex terminology of various molecular biology fields, which will prove useful in the workplace. Topics covered include: basic methods of DNA analysis; concepts of gene probes, hybridisation and cloning; and introduction to gene and protein databases. It will be provided through a combination of lectures, demonstrations and practical laboratory work.

**Duration:** 1 day  
**Location:** University of Hertfordshire  
**Cost:** £237.50 + VAT (member)  
£250.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4  
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2  
RSci: A3, B1, B2, D1, D2, D4, E1, E2

HC196
**Practical Electronics**
This two day course will teach participants how to recognise and use basic electronics components, and will also cover the use of test equipment, including the oscilloscope, signal generator and multimeter. The emphasis will be on the practical, though some appropriate theory will be covered. The course will cover resistors, capacitors, inductors, diodes, transistors and integrated circuits (including the operational amplifiers). Participants will also learn how to solder correctly and to use a range of tools.

**Duration:** 2 days  
**Location:** University College London  
**Cost:** £325.00 + VAT (member)  
£625.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4  
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2  
RSci: A3, B1, B2, D1, D2, D4, E1, E2

**Did you know?**  
We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote:

admin@heated.ac.uk

For the latest listings, course dates and locations please search our directory using the course code at:

www.heated.ac.uk/our-courses

Course Participants
**Practical Scanning Electron Microscopy**

A one-to-one, hands-on workshop giving practical training in the use of the scanning electron microscope. The training provides theoretical understanding and practical knowledge to allow participants to prepare samples, examine them and produce images for a variety of uses. Topics include: principles of scanning electron microscopy; preparation of participant specific samples for high resolution SEM; imaging using a field emission SEM; and image processing and preparation for publication.

**Duration:** 1 day  
**Location:** Keele University  
**Cost:** £325.00 + VAT (member)  
£487.50 + VAT (non-member)

*EngTech:* A1, A2, B1, B2, C1, D1, E2, E3, E4  
*RSciTech:* A1, A3, A1, B2, B3, B4, D2, D3, E1, E2  
*RSci:* A3, B1, B2, D1, D2, D4, E1, E2

---

**qPCR Methods and Applications**

This course offers an introduction to the techniques and hands-on experience needed for analysing and quantifying mRNA transcripts. Through lectures and practical work, the course covers key topics, including: overview of the PCR and real time qPCR RNA extraction and cDNA synthesis; basic quantitative analysis; non-specific amplification and quantitation; melting curve analysis; specific probe-based amplification and analysis; overview of molecular probes used in real time qPCR; allele and genotyping techniques; and selected examples of the use of real time qPCR.

**Duration:** 1 day  
**Location:** University of Hertfordshire  
**Cost:** £237.50 + VAT (member)  
£250.00 + VAT (non-member)

*EngTech:* A1, A2, B1, B2, C1, C2, D1, E2, E3, E4  
*RSciTech:* A1, A3, B1, B2, B4, D2, D3, E1, E2  
*RSci:* A3, B1, B2, D1, D2, D4, E1, E2

---

**Rapid Prototyping (3D Printing)**

A practical based one-to-one course that provides participants with hands-on experience in fundamental 3D printing. Topics include: understanding the constraints of the machine; integration of CAD drawings and printer software; correct orientation of the parts of the build; delivery costs and build times; and producing the finished item.

By the end of the course participants will be able to prepare software prior to running the machine, understand the machine in operation and produce a simple 3D component.

**Duration:** 1 day  
**Location:** Durham University  
**Cost:** £120.00 + VAT (member)  
£180.00 + VAT (non-member)

*EngTech:* TBC  
*RSciTech:* TBC  
*RSci:* TBC

---

**Research Fluorescence Microscopes: Image Acquisition and Image Processing Advanced**

This course is for people who have a fluorescence microscope in their lab and want to know more about both maintenance and making the best use of it. The skills and knowledge gained will save participants time and money by both reducing down time on broken microscopes and the need to call out engineers. Technicians will be able to acquire and process better images with the confidence of knowing that their microscope is properly maintained and utilised.

**Duration:** 2 days  
**Location:** University of Manchester  
**Cost:** £260.00 + VAT (member)  
£260.00 + VAT (non-member)

*EngTech:* A1, A2, B1, B2, C1, C2, D1, E2, E3, E4  
*RSciTech:* A1, A3, B1, B2, B4, D2, D3, E1, E2  
*RSci:* A3, B1, B2, D1, D2, D4, E1, E2

---

For our full course listings visit: www.heated.ac.uk/our-courses  
Follow us: @HEaTEDtechs
HC206

Research Fluorescence Microscopes: Image Acquisition and Image Processing Introduction

This course is for people who have a fluorescence microscope in their lab and want an introduction to both maintenance and making the best use of it. The skills and knowledge gained will save participants time and money by both reducing down time on broken microscopes and the need to call out engineers. Technicians will be able to acquire and process better images with the confidence of knowing that their microscope is properly maintained and utilised.

Duration: 1 day
Location: University of Manchester
Cost: £130.00 + VAT (member)
      £130.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, E1, E2

HC126

Servicing and Maintaining Routine Optical Microscopes

This course is concerned with the basics of microscope servicing and maintenance. It includes an introduction to basic microscope design, how to use the microscope correctly, how to maintain microscopes and some tricks of the trade. Microscopes will be provided but participants can bring their own along. It does not instruct how to correctly set up and use a microscope.

*Prices vary dependent upon location.

Duration: 0.5 day
Location: UK Wide - On Demand
Cost: *£50 - £80 + VAT (members)
      *£80 - £150 + VAT (non-members)

EngTech: TBC
RSciTech: TBC
RSci: TBC

HC120

Techniques in Quaternary Palaeoecology

This one-to-one course covers the key aspects of Quaternary Palaeoecology, including preparation of fossil pollen and chironomids samples, and basic identifications of the same. Participants will be able to shadow an experienced technician carrying out these techniques and then carry out their own hands-on practicals.

Duration: 1-2 days
Location: University of Birmingham
Cost: £50.00 + VAT (member)
      £75.00 + VAT (non-member)

EngTech: TBC
RSciTech: TBC
RSci: TBC

HC005

A HEaTED delivered course

Use and Maintenance of Pipettors

This course will enable participants to correctly use a pipettor, carry out routine maintenance, servicing and minor repairs, check that the pipettor is working correctly, test accuracy and repeatability (particularly Gilson pipettors, but is also applicable to other brands). Topics include: pipetting theory, ergonomics, checking and maintenance; hands-on practice using pipettors, checking dismantling and re-assembly; and discussion about common problems and potential solutions. Participants will leave the course able to show students how to correctly use and maintain their pipettors.

*Prices vary dependent upon location.

Duration: 2 hours
Location: UK Wide - On Demand
Cost: *£55 - £75 + VAT (members)
      *£75 - £105 + VAT (non-members)

EngTech: TBC
RSciTech: TBC
RSci: TBC

For the latest listings, course dates and locations please search our directory using the course code at: www.heated.ac.uk/our-courses
**HC031**

**3Ds Max 101: Jumpstart – Zero to Hero**

Zero to 3Ds Max HERO in just five days! This technical training course will help participants learn everything needed to create 3D content using 3Ds Max. The course focuses on the basics of modelling, material creation, animation and scene generation. Learn the capabilities of the interface, how to work efficiently and how to apply tools in the workplace. This class will take participants to an intermediate skill set and prepare them to take the Autodesk 3Ds Max Certified Associate exam.

- **Duration:** 5 days
- **Location:** London, Manchester
- **Cost:** £897.30 + VAT (member)
  £997.00 + VAT (non-member)
- **EngTech:** A1, A2, B1, C1, C2, D1, E1, E2, E3, E4
- **RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2
- **RSci:** A3, B1, B2, D1, D2, D4, E1, E2
- **ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**HC095**

**Adobe Acrobat Fundamentals**

This one day course introduces participants to the powerful features in Adobe Acrobat Pro and demonstrates how Acrobat is much more than just a PDF production tool. Participants will learn how to create PDFs from various sources including Office documents and web pages and how to combine various PDFs into a portfolio.

- **Duration:** 1 day
- **Location:** Manchester
- **Cost:** £236.00 + VAT (member)
  £295.00 + VAT (non-member)
- **EngTech:** A1, A2, B1, C1, D1, E2, E3, E4
- **RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2
- **RSci:** A3, B1, B2, D1, D2, D4, E1, E2
- **ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**HC096**

**Adobe After Effects Advanced**

Whether participants are working in broadcast and film or delivering work online, Adobe After Effects CS6 software enables them to create groundbreaking motion graphics and visual effects. This in-depth course fully addresses the complexities available within After Effects. It teaches real life tips and tricks that will enhance participants’ working knowledge of the software. The course predominantly focuses on working with Effects, 3D and Expressions, although other topics will be covered, with an emphasis on using the features in creative ways.

- **Duration:** 2 days
- **Location:** Manchester
- **Cost:** £396.00 + VAT (member)
  £495.00 + VAT (non-member)
- **EngTech:** A1, A2, B1, C1, D1, E2, E3, E4
- **RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2
- **RSci:** A3, B1, B2, D1, D2, D4, E1, E2
- **ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**HC224**

**Adobe After Effects for Editors: An Introduction**

This two day introduction will enable editors working with Avid Media Composer, Apple Final Cut Pro or Adobe Premiere Pro editing systems to gain a good basic understanding of the use of Adobe After Effects as an extension to their effects editing capabilities.

- **Duration:** 2 days
- **Location:** London
- **Cost:** £456.00 + VAT (member)
  £480.00 + VAT (non-member)
- **EngTech:** A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
- **RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2
- **RSci:** A3, B1, B2, D1, D2, D4, E1, E2
- **ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**HC097**

**Adobe After Effects Fundamentals**

Whether participants are working in broadcast and film or delivering work online to mobile devices, Adobe After Effects CS6 software enables them to create groundbreaking motion graphics and sophisticated special effects. This Adobe certified course introduces participants to the basic concepts of working with Adobe After Effects. It aims to give participants the confidence to begin using the application in a professional environment to produce smooth animation and sophisticated special effects.

- **Duration:** 3 days
- **Location:** Manchester
- **Cost:** £516.00 + VAT (member)
  £645.00 + VAT (non-member)
- **EngTech:** A1, A2, B1, C1, D1, E2, E3, E4
- **RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2
- **RSci:** A3, B1, B2, D1, D2, D4, E1, E2
- **ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**Did you know?**

We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote:

**admin@heated.ac.uk**
Adobe Dreamweaver Fundamentals

This comprehensive course teaches participants more than just how to use Adobe Dreamweaver CS6; it includes tips to avoid the common mistakes many new web designers make, and the confidence to start building quality websites quickly and easily. This course will demonstrate the importance of Cascading Style Sheets, and the real benefits of using them in participants’ website design. Participants will look at modern design techniques such as Spry and Flash to ensure websites are eye-catching as well as functional.

Duration: 2 days
Location: Manchester
Cost: £396.00 + VAT (member)
£495.00 + VAT (non-member)
EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Adobe Fireworks Fundamentals

Programs including Photoshop, InDesign and Illustrator can be used to create content for the web, but unlike Fireworks, they are not dedicated to that task. Adobe Fireworks was designed from the ground up for that job and is therefore better suited to the workflow of creating web content. This course will cover the basics of Adobe Fireworks.

Duration: 2 days
Location: Manchester
Cost: £396.00 + VAT (member)
£495.00 + VAT (non-member)
EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Adobe Flash Fundamentals

Website designs now demand more innovative and eye-catching presentation. The tools within Flash help users create and manipulate a wide variety of objects ranging from a simple graphic design to a complex animation sequence. This course is designed for users new to the features and functions of Flash. The topics covered provide the critical skills needed to create objects and animations in Flash, including: creating objects; working with images; creating animations; movie components; and uploading the final design.

Duration: 2 days
Location: Manchester
Cost: £396.00 + VAT (member)
£495.00 + VAT (non-member)
EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Did you know?
We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote: admin@heated.ac.uk

For the latest listings, course dates and locations please search our directory using the course code at:
www.heated.ac.uk/our-courses
Adobe InDesign Fundamentals
Adobe InDesign CS6 software provides precise control over typography and built-in creative tools for designing and publishing documents for print or online. This Adobe certified course is designed for anyone who needs to understand the fundamental features and uses of Adobe InDesign CS6 and the best way to use these to create drawings, illustrations and other artwork.

Duration: 2 days
Location: Manchester
Cost: £396.00 + VAT (member)  
£495.00 + VAT (non-member)
EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Adobe Illustrator Fundamentals
Create distinctive vector artwork for any project. Used by design professionals, Adobe Illustrator CS6 software provides precision and power with sophisticated drawing tools, expressive natural brushes, many time-savers, and integration with Adobe CS Live online services. This Adobe certified course is designed for anyone who needs to understand the fundamental features and uses of Adobe Illustrator CS6 and the best way to use these to create drawings, illustrations and other artwork.

Duration: 2 days
Location: Manchester
Cost: £396.00 + VAT (member)  
£495.00 + VAT (non-member)
EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Adobe InDesign Advanced
Adobe InDesign CS6 software provides precise control over typography with built-in creative tools for designing and publishing documents for print or online. This Adobe certified course is designed for experienced InDesign users who wish to work quickly and efficiently in InDesign CS6. It examines the time-saving features, which can help designers avoid repetitive formatting and layout tasks, and free up time to be creative. This course will allow time for participants to raise issues relating to their particular workflows.

Duration: 2 days
Location: Manchester
Cost: £396.00 + VAT (member)  
£495.00 + VAT (non-member)
EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Adobe Illustrator Intermediate
Create distinctive vector artwork. Used by design professionals, Adobe Illustrator CS6 software provides precision and power with sophisticated drawing tools, expressive natural brushes, a host of time-savers, and integration with Adobe CS6 Live online services. This intensive, hands-on two day training course is designed to teach participants how to create complex illustrations, manage colour across a range of devices, work with graphs and variables, control how illustrations appear on print and the web, and preview them on mobile devices.

Duration: 2 days
Location: Manchester
Cost: £396.00 + VAT (member)  
£495.00 + VAT (non-member)
EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
**HC106**

**Adobe InDesign Intermediate**

A step up from the basics of using InDesign in order to work faster and smarter, this course uses the CS6 version of InDesign and is therefore also suitable as an introduction to the changes in the latest version, as well as in how to get more out of the software for those who already know a little bit about it. Topics include: workspaces; working with graphics; working with colour; frames and objects; working with longer documents; and output.

**Duration:** 2 days  
**Location:** Manchester  
**Cost:** £396.00 + VAT (member)  
**£495.00 + VAT (non-member)**  
**EngTech:** A1, A2, B1, C1, D1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

**HC107**

**Adobe Photoshop Advanced**

Adobe Photoshop CS6 software provides excellent editing tools and creative image manipulation. This Advanced Photoshop course lets participants build on existing skills and explore some of the more advanced techniques available when working with this increasingly powerful software package. Course topics include: recap and consolidation; layers; painting and layer modes; displacement maps; clipping groups; customising the Photoshop interface; advanced sharpening techniques; shape tool; montages; alpha channels; automation and scripts; using the actions panel; and video.

**Duration:** 2 days  
**Location:** Manchester  
**Cost:** £396.00 + VAT (member)  
**£495.00 + VAT (non-member)**  
**EngTech:** A1, A2, B1, C1, D1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

**HC108**

**Adobe Photoshop Fundamentals**

Adobe Photoshop CS6 software provides excellent editing tools and creative image manipulation. This Adobe certified course is designed for anyone who needs to understand the fundamental features and uses of Photoshop and the best way to incorporate these into their work as a designer, photographer or retouching artist. Topics include: exploring Photoshop; painting and retouching images; enhancing an image; working with layers; working with selections; correcting digital photographs; typographic design; and using Adobe Bridge.

**Duration:** 2 days  
**Location:** Manchester  
**Cost:** £396.00 + VAT (member)  
**£495.00 + VAT (non-member)**  
**EngTech:** A1, A2, B1, C1, D1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

**HC109**

**Adobe Photoshop Intermediate**

Adobe Photoshop CS6 software provides excellent editing tools and creative image manipulation. This course is for participants who are familiar with the basic image editing tools of Adobe Photoshop, and want to explore more advanced features and improve their workflow. In this course participants will work with advanced image handling tools and features available in Adobe Photoshop. Topics include: painting modes and layer modes; shape tool; montages; alpha channels; automation and scripts; using the actions panel; history panel; and sharpening techniques and blur.

**Duration:** 2 days  
**Location:** Manchester  
**Cost:** £396.00 + VAT (member)  
**£495.00 + VAT (non-member)**  
**EngTech:** A1, A2, B1, C1, D1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
Adobe Premier Fundamentals

This Adobe authorised course is designed to enable participants to get their message across with maximum impact using the powerful, flexible video editing capabilities of Adobe Premiere. The course provides a comprehensive grounding in Adobe Premiere CS6 and gives participants the skills to bring ideas to life – whether editing digital video for broadcast, the web or HD. Adobe Premiere Pro CS6 software offers breakthrough performance for video production.

Duration: 3 days
Location: Manchester
Cost: £516.00 + VAT (member)
£645.00 + VAT (non-member)
EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Advanced Editing in Final Cut Pro X

Final Cut Pro X is a revolutionary video editing application that makes it possible for beginners and seasoned professionals to achieve stunning results. This three day, hands-on course teaches hard-to-find advanced editing and finishing techniques. Learn how to create fantastic effects using filters creatively, colour correct like a pro, and create complex audio mixes. This course also covers advanced workflows for managing media, including using Compressor.

Duration: 3 days
Location: Manchester
Cost: £625.50 + VAT (member)
£695.00 + VAT (non-member)
EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

After Effects 101: Rookie

Participants can bring their vision to life with blockbuster visual effects and compelling motion graphics in Adobe After Effects Professional software. They will work with sophisticated tools and enjoy tight integration with Adobe leading design applications while delivering stunning work to virtually any media type.

Duration: 3 days
Location: London, Manchester, Glasgow
Cost: £627.30 + VAT (member)
£697.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
CREATIVE, MEDIA AND IT

HC033
After Effects 201: HotShot
Adobe After Effects is the industry leader for Video Compositing that allows users to create QuickTime movies for output on the web, CD ROM, Monitor, or full-motion broadcast quality video for television. Participants will learn how to mix a number of still images together to create a moving texture. Placing compositions into other compositions, using keyframes and layers, and effective rendering techniques will also be covered.

Duration: 2 days
Location: London, Manchester
Cost: £492.30 + VAT (member)
£547.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC034
After Effects 301: Super HotShot
Participants will take their After Effects skills to the next level. Upon completion of this course, participants will have mastered the key skills to bring ideas to life and will be able to create visually stunning videos. This class will also help participants to prepare for the Adobe Certified Expert (ACE) exams in After Effects.

Duration: 3 days
Location: London
Cost: £627.30 + VAT (member)
£697.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC035
After Effects Jumpstart: Zero to Hero
Zero to After Effects Hero in just five days! This course is for people new to After Effects; perhaps someone who wishes to work in the video field, or an Adobe application user looking to expand their skills and add effects to video projects. During this After Effects course participants will master the concepts and advanced features of the program. It includes many advanced features, including tips and tricks using the latest version.

Duration: 5 days
Location: London, Manchester, Glasgow
Cost: £897.30 + VAT (member)
£997.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

“In response to demand from our technical staff and colleagues in the region we have set up a variety of courses with HEaTED that involve both practical and classroom sessions. I believe there will be continued demand for similar training opportunities moving forward. HEaTED continues to be instrumental in helping Technicians gain the skills and understanding they need as the role of the Technician changes.”
Linda Robinson, Staff Development Manager, Newcastle University
HC036

**Android App Development Jumpstart**

The course explains what Android is and how it compares to other mobile environments, the set-up of the Android Eclipse-based development tools, the Android SDK, as well as the advanced capabilities and APIs. This hands-on course encourages participants to learn by building increasingly more sophisticated and meaningful mobile applications for Android phones. By the end of the course, each participant will build their own complete Android application incorporating most of the key aspects of the platform.

**Duration:** 5 days

**Location:** London

**Cost:**
- £987.30 + VAT (member)
- £1097.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**RSciTech:** A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC092

**Apple Certified Macintosh Technician (ACMT) Fast Track**

Amsys are offering an ACMT (Fast Track) course for experienced Macintosh engineers requiring the Apple Certified Macintosh Certification. This course covers all the necessary content included in the ACMT eight day full course, but reduces it down to four days, removing Take-Apart Labs and additional theory. Valid participants include previous certified engineers who have let their certification lapse and require an update, or experienced Macintosh engineers who have worked for an Apple Authorised Service Provider for a minimum of six months.

**Duration:** 4 days

**Location:** Manchester

**Cost:**
- £1156.25 + VAT (member)
- £1250.00 + VAT (non-member)

**EngTech:** A1, A2, B1, C1, D1, E2, E3, E4

**RSciTech:** A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC215

**Apple FCP 101: Introduction to Final Cut Pro X**

Final Cut Pro X is Apple’s newest video editing application. This three day hands-on course teaches participants to edit and become familiar with the user interface for ingest, export, fine-cutting, titles and effects. Participants work with real-world media to learn the practical techniques used daily in editing projects.

**Duration:** 3 days

**Location:** London

**Cost:**
- £688.75 + VAT (member)
- £725.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E2, E3, E4

**RSci:** A3, B1, B2, D1, D2, D3, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC037

**AutoCAD 101: Rookie**

This AutoCAD training course teaches participants the basic commands necessary for professional 2D drawing, design and drafting using AutoCAD and AutoCAD LT. The course will explore the features, commands and techniques for creating, editing and printing drawings with AutoCAD and AutoCAD LT. Using hands-on exercises, participants will learn how to create 2D production drawings. Topics covered include: creating basic drawings; manipulating objects; drawing organisation and inquiry commands; working with reusable content; and creating drawing templates.

**Duration:** 3 days

**Location:** London, Manchester, Glasgow

**Cost:**
- £627.30 + VAT (member)
- £697.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**RSciTech:** A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC038

**AutoCAD 201: HotShot**

This intermediate AutoCAD training course is designed for the experienced AutoCAD user who requires additional training. It incorporates the features, commands and techniques for becoming more productive when creating, annotating and printing drawings with AutoCAD. Hands-on exercises throughout the AutoCAD training course explore how to create 2D production drawings. The exercises are provided in both a printed format as well as an onscreen format that can be viewed next to AutoCAD.

**Duration:** 2 days

**Location:** London, Manchester

**Cost:**
- £447.30 + VAT (member)
- £497.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**RSciTech:** A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**For the latest listings, course dates and locations please search our directory using the course code at:**

www.heated.ac.uk/our-courses

---

**Did you know?**

We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote:

admin@heated.ac.uk
CREATIVE, MEDIA AND IT

HC219

Avid for FCP Editors

This course is for Final Cut Pro editors who want to learn Avid Media Composer. It covers the key differences and similarities between the two applications and offers a quick translation for the experienced FCP editor. Participants learn to set up projects in Media Composer, understand how Avid handles media, and gain a clear understanding of the post production workflow from ingest to output. Instruction includes the editing interface for audio and video, and settings for stand-alone and multi-user environments.

Duration: 2 days
Location: London
Cost: £570.00 + VAT (member)
£600.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, B2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC245

Avid MC 101 (Part 1) Editing Essentials

This course provides the foundation for Media Composer User Certification through an Avid Learning Partner. It introduces the interface and basic editing techniques before moving on to trimming, fine-tuning the edit, adjusting audio, handling multi-camera editing, adding transitions, adding titles and outputting a finished project. The training is hands-on, and features project-based lessons working on real world projects.

Duration: 3 days
Location: London
Cost: £688.75 + VAT (member)
£725.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, B2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC216

AutoCAD 301: Creating 3D Models

Using hands-on exercises representing real-world design scenarios, participants explore the concepts and workflows for creating 3D models using AutoCAD. Participants learn how to create and modify both solid and surface models. This AutoCAD training course also teaches participants how to present their designs while they are still being created, using visualisation tools such as visual styles, model walk and fly throws, materials and lighting. Participants also learn how to output 3D models from AutoCAD as a paper or electronic version.

Duration: 3 days
Location: London, Manchester, Glasgow
Cost: £627.30 + VAT (member)
£697.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC039

Avid MC 101 (Part 2) Effects Essentials

This course provides a solid foundation in Media Composer audio and video effects capabilities. It introduces the basic effects-building interface. Using a real-world, hands-on approach, this course teaches fundamental audio adjustments and effects, multi-layered video compositing, tracking, stabilisation, various re-timing methods and basic colour grading techniques.

Duration: 2 days
Location: London
Cost: £475.00 + VAT (member)
£500.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
HC227

**Avid MC 201: Professional Picture and Sound Editing**

This course provides the skills and in-depth knowledge needed to become a professional editor. It covers Media Management, Advanced Picture Editing and Advanced Sound Editing. This course prepares participants for the Advanced Media Composer 6 certification.

**Duration:** 3 days  
**Location:** London  
**EngTech:** A1, A2, B1, B2, C1, C2, D1, E2, E3, E4  
**RSiTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC218

**Avid MC 205: Professional Effects and Compositing**

This course teaches the full range of effects available in Media Composer. It will go beyond the basics and shows how to apply, design, and build users’ own effects, how to make full use of all of Media Composer effects nesting techniques, how to composite various elements using different types of keys, and how to animate effects using keyframes and the motion tracker. This course enables the participant to become familiar with Avid Media Composer effects.

**Duration:** 2 days  
**Location:** London  
**EngTech:** A1, A2, B1, B2, C1, C2, D1, E2, E3, E4  
**RSiTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC222

**Avid MC 205: Avid FX (Optional Day 3)**

The course covers Avid FX plug-in (formerly Boris RED), which is bundled with Avid MC, Adrenaline and Symphony, from v6 onwards. Within the course participants will use the Avid FX compositing system to create some spectacular effects in 2D and 3D, maximising the tools that come with Avid without adding the cost of buying third party plug-ins.

**Duration:** 1 day  
**Location:** London  
**EngTech:** A1, A2, B1, B2, C1, C2, D1, E2, E3, E4  
**RSiTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC223

**Avid MC 239 Part 1: Colour Grading with Media Composer**

This course covers everything from colour grading fundamentals to using curves for grading, advanced primary colour correction, secondary colour correction (Part 2 Symphony), using AniMatte with colour correction and more.

**Duration:** 2 days  
**Location:** London  
**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSiTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC225

**Avid MC 239 Part 2: Avid Symphony (Optional Day 3)**

The optional third day of this course covers the Avid Symphony module. This course is scheduled separately. Places can be booked sequentially to follow completion of the two day MC 239 certified course or to be taken at a later date.

**Duration:** 1 day  
**Location:** London  
**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSiTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
“In December 2012 we initiated a review of the current provision of technical services at University of Central Lancashire (UCLan). HEaTED played a key part in developing the review method and their involvement in its implementation was invaluable; from providing an external voice and citing examples from other institutions in response to some of the views and concerns of our academics; to expertly facilitating the technician workshops.

Following the review, we are continuing to engage with the HEaTED team to address a number of the key elements of the review, including training and development opportunities for technical staff and reviewing the options for Professional Registration for technical areas. Particularly with the wealth of experience in many areas of HE technical support and the extensive (and expanding) portfolio of courses they can provide access to, we really feel the HEaTED programme is excellently placed to support UCLan in taking forward our evolving strategy for technical support.”

James Crooks, Head of Technical Services, University of Central Lancashire
Captivate 101: Rookie
Adobe Captivate software enables anyone to rapidly create powerful and engaging simulations, scenario-based training and robust quizzes without programming knowledge or multimedia skills. Captivate 101 provides participants with the knowledge and hands-on practice they need to develop and build software demonstrations and interactive simulations with Captivate. In addition to learning key concepts, participants also learn best practices for creating and publishing Captivate projects.

Duration: 2 days
Location: London, Manchester, Glasgow
Cost: £447.30 + VAT (member)
£497.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSiTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSi: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Avid Media Composer 6.5 Part 1: Editing Essentials
Media Composer 6 is the fastest, most versatile tool for professional video editing. It has been developed in conjunction with editors and producers to include: more efficient and easy-to-use video editing tools; an open platform that enables collaboration between integration into workflow; and more power to eliminate bottlenecks, so work can be completed faster. This course has an Avid Certified User exam available upon completion of both this course and Avid Media Composer 6 Part 2.

Duration: 3 days
Location: Manchester
Cost: £596.63 + VAT (member)
£645.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
RSiTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSi: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Avid Media Composer 6.5 Part 2: Effects Essentials
Participants explore basic effects in Media Composer 6, with class time being divided between demonstration and hands-on practice. This course is also appropriate for Avid Symphony users. It has an Avid Certified User exam available upon completion of both this course and Avid Media Composer 6 Part 1. Participants can take this on the last day of the course; however, it can also be taken at a later date.

Duration: 2 days
Location: Manchester
Cost: £457.88 + VAT (member)
£495.00 + VAT (non-member)
EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSiTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSi: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

For the latest listings, course dates and locations please search our directory using the course code at:
www.heated.ac.uk/our-courses
**HC042**

**Cascading Style Sheets 101: Rookie**

This course includes CSS Fundamentals with CSS3 properties and provides web professionals with the ability to control the rendering, eg fonts, colours, leading, margins, typefaces and other aspects of style of a web document without compromising its structure using Cascading Style Sheets. Using common desktop publishing terminology, Cascading Style Sheets makes it easy for professional as well as untrained designers to make use of its features.

**Duration:** 2 days

**Location:** London, Manchester, Glasgow

**Cost:** £627.30 + VAT (member)  
£697.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**Did you know?**  
We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote: admin@heated.ac.uk

---

**HC043**

**Cascading Style Sheets 201: HotShot**

This course provides the web professional with the ability to design using next-generation technology of CSS3 for modern, mobile and future browsers. The course will include design for mobile devices for rendering the visualisation of web pages using CSS3 and adding custom fonts. Using the same CSS syntax, adding enhanced advanced effects makes it easy for professionals as well as untrained designers to make use of these new features.

**Duration:** 2 days

**Location:** London, Glasgow

**Cost:** £447.30 + VAT (member)  
£497.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

**HC044**

**Cinema 4D 101: Rookie**

This course covers how Cinema 4D can be used for creating amazing still images for print and breathtaking video for film. This course coupled with Cinema 4D’s easy interface and logical workflow make it possible for those new to 3D artistry to be producing hi-end 3D scenes quickly. The course covers modelling techniques for creating bespoke models, typography and objects and will show participants the software’s tight integration with Adobe products as well as other leading compositing and video products.

**Duration:** 3 days

**Location:** London, Manchester

**Cost:** £627.30 + VAT (member)  
£697.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

**HC045**

**Cinema 4D 201: HotShot**

Cinema 4D has a very wide range of uses for creating both still images for print and web but also has a firm standing in the medical and special effects arena due to its tight Adobe integration. This course is designed for those who already use another 3D package or have gone through some tutorials already. By the end of the course participants will be able to start using Cinema 4D within a production environment for simple to moderate tasks.

**Duration:** 2 days

**Location:** London, Manchester

**Cost:** £492.30 + VAT (member)  
£547.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
HC116
Coding and Web Design Using HTML5 CSS and DW
This course is perfect for participants who have learnt to create websites but thought learning HTML coding was beyond them. No previous knowledge of coding or programming is required, as the course is intended to demystify HTML, CSS, Javascript and Dreamweaver, so participants can start to use these programmes instantly.

Duration: 2 days
Location: Manchester
Cost: £396.00 + VAT (member) £495.00 + VAT (non-member)

EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC046
CSS Jumpstart: Zero to Hero
This course provides web professionals with the ability to control the rendering, eg fonts, colours, leading, typefaces, and other aspects of style of a web document without compromising its structure using Cascading Style Sheets. The course includes design for mobile devices for rendering the visualisation of web pages using CSS3 and adding custom fonts. Using the same CSS syntax, adding enhanced advanced effects makes it easy for professionals, as well as untrained designers, to make use of these new features.

Duration: 5 days
Location: London
Cost: £897.30 + VAT (member) £997.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC048
Dreamweaver ACA: Jumpstart
This five day course provides participants with the knowledge and hands-on practice they need to build and manage professional websites using Adobe Dreamweaver. The extended class also prepares participants for the Adobe Certified Associate (ACA) exam which is taken on the fifth day. This certification is a credential that validates entry-level skills needed to plan, design, build and manage professional websites using Adobe Dreamweaver. Topics include: getting started; adding site content, working with graphics; and creating forms.

Duration: 5 days
Location: London, Manchester
Cost: £194.75 + VAT (member) £205.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC226
Editing: Fundamental Concepts
Want to get into editing? Need a clear and informed introduction to how the world of editing works, from start to finish? This course, ideal for newcomers to professional editing, gives a comprehensive and current view of the whole post-production process and the editor’s job, covering everything from metadata, managing rushes and ingest, to preparing for tape output or file export.

Duration: 1 day
Location: London
Cost: £194.75 + VAT (member) £205.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

HC228
File Compression and Encoding
This half day course is for those who need to understand electronic files and the different delivery formats in today’s increasingly tapeless environment. It provides an overview of compression and how it impacts on the post-production process. Theory is made digestible by expert trainers who are also practitioners, leaving participants with an understanding of efficient ways to produce effective results through informed choice and targeted delivery.

Duration: 0.5 day
Location: London
Cost: £146.25 + VAT (member) £150.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
**HC221**

**File Delivery for Broadcast to DPP Specification**

All major UK broadcasters represented by the DPP (Digital Production Partnership) will soon be requiring programme masters to be delivered as files rather than on tape. File delivery is expected to be mandatory by the end of 2014. The new DPP technical delivery document details file specification and a new method of audio mixing known as ‘loudness’ which will affect deliveries on tape as well as file. This course includes a guide to resources, iterations of the spec, tolerances, delivery methods and how to keep up to date.

**Duration:** 0.5 day  
**Location:** London  
**Cost:** £121.88 + VAT (member)  
£125.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2  
RSci: A3, B1, B2, D1, D2, D4, E1, E2  
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**HC049**

**Final Cut Pro 101: Rookie**

This Apple training course enables participants to perform basic editing functions while becoming familiar with the Final Cut Pro user interface. Participants will cut a scene from the TNT television series *Leverage*, create a promo for *SeaWorld’s Believe* documentary, as well as master filters and effects whilst editing a segment of *Playing for Change*. This class will prepare participants for the Certified Apple Pro in Final Cut Pro Level 1. The cost of the exam is an additional £100.

**Duration:** 3 days  
**Location:** London, Glasgow  
**Cost:** £627.30 + VAT (member)  
£697.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2  
RSci: A3, B1, B2, D1, D2, D4, E1, E2  
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**HC050**

**Final Cut Pro 300: HotShot**

The Final Cut Pro 300 training course is an advanced, hands-on course to help participants learn hard-to-find advanced editing and finishing techniques. Learn how to create polished transitions, fix screen direction errors, edit multi-camera projects, work with nested sequences, create fantastic effects, use filters creatively and composite like a pro.

**Duration:** 3 days  
**Location:** London  
**Cost:** £627.30 + VAT (member)  
£697.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2  
RSci: A3, B1, B2, D1, D2, D4, E1, E2  
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
**Final Cut Pro X: Overview**

Final Cut Pro X has been rebuilt from the ground up and will include support for all processor cores through Grand Central Dispatch and will now support high-definition 4K resolution. This course will teach participants to perform basic editing functions while becoming familiar with Final Cut Pro X. Participants will cover an overview of the new features of FCP X, however this course will not have time to delve deep into the full functionality of the software.

**Duration:** 1 day  
**Location:** Manchester  
**Cost:** £67.50 + VAT (member)  
£75.00 + VAT (non-member)

**EngTech:** A1, A2, B1, D1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

**Flash 101: Rookie**

This course is aimed at designers and developers who are new to Flash and want to get to grips with the user interface and learn the basics of animation and interactivity. Learn how to get the most out of the Flash design interface, creating engaging graphics, text and animation, and build stunning interactive content.

**Duration:** 2 days  
**Location:** London, Manchester, Glasgow  
**Cost:** £447.30 + VAT (member)  
£497.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, D1, D2, E1, E2, E3, E4

---

**Flash 201: HotShot**

This course will allow participants to extend their Flash designer skills and become certified as an Adobe Certified Associate in Flash. This course helps designers to structure their designs in Flash and to integrate with ActionScript 3 code. Discover advanced design and animation techniques, including some of the latest features of Flash and design best practice, and then explore the workflow in Flash and ActionScript 3. The course includes preparation for and sitting of the Flash Adobe Certified Associate (ACA) exam.

**Duration:** 3 days  
**Location:** London, Manchester  
**Cost:** £627.30 + VAT (member)  
£697.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

**Flash 301: ActionScript Rookie**

This course is aimed at advanced Flash designers and budding ActionScript 3 developers who want to get to grips with the basic syntax and style of ActionScript 3, get an introduction to object oriented programming and put it all into practice. This course will allow designers with an advanced knowledge of Flash design to push their workflow forward into developers and allow experienced web developers to get a firm grounding in object oriented ActionScript 3.

**Duration:** 3 days  
**Location:** London  
**Cost:** £627.30 + VAT (member)  
£697.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

**Flash ACA Jumpstart: Zero to Hero**

This introductory course is aimed at designers and developers who are new to Flash. During the training participants will benefit from hands-on practice with Flash to create engaging animations and stunning interactive designs. The first course section looks at advanced design and animation techniques, whilst the second looks at the workflow in Flash and ActionScript 3 through a series of workshop examples. On the final day participants will also prepare for and take the Adobe Certified Associate (ACA) exam in Flash.

**Duration:** 5 days  
**Location:** London, Manchester  
**Cost:** £897.30 + VAT (member)  
£997.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

**Did you know?**  
We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote: admin@heated.ac.uk

For the latest listings, course dates and locations please search our directory using the course code at: www.heated.ac.uk/our-courses
HC055

**Flash Builder/Flex 4 Jumpstart: Zero to Hero**

This course includes taught sessions as well as a hands-on introduction to developing Rich Internet Applications (RIAs) for the Adobe Flash Platform using the Adobe Flash Builder or Flex 4 framework. The course instructs developers about Integrating Data and Messaging with SOAP, REST, BlazeDS and LiveCycle Data Services, and topics include: custom components and layout control; handling and extending events; validating and formatting data; and text and style control.

**Duration:** 5 days

**Location:** London

**Cost:** £897.30 + VAT (member)
£997.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC056

**HTML 101: Rookie**

This course provides participants with the concepts and skills to use HTML effectively. Participants get hands-on practice working with basic and advanced techniques to get the most out of their experience. The basics of coding for web design, beginning with HTML, will be covered, before advancing to more complex HTML5 fundamentals.

**Duration:** 3 days

**Location:** London, Manchester, Glasgow

**Cost:** £627.30 + VAT (member)
£697.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC057

**HTML5 Jumpstart: Zero to Hero**

This course covers the concepts and skills needed to use HTML5 effectively right through to using HTML5. Hands-on practice working with basic and advanced techniques will be available. Participants will learn the basics of coding for web design, beginning with HTML and advancing to more complex HTML5 and CSS fundamentals. The HTML5 section of the class will give participants the first-hand experience with all the new HTML5 features so that they can start using it immediately.

**Duration:** 5 days

**Location:** London

**Cost:** £897.30 + VAT (member)
£997.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC058

**HTML5: HotShot**

In the hands-on HTML5 HotShot training course, participants will learn how to create web applications using HTML5. The HTML5 HotShot will give participants first-hand experience with all the new HTML5 features so that they can be used in projects right away.

**Duration:** 2 days

**Location:** London, Manchester, Glasgow

**Cost:** £447.30 + VAT (member)
£497.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC059

"HEaTED has provided our Technicians with a useful resource specifically aimed at their areas of expertise. Technicians now feel they have somewhere to go for guidance and help, and gain benefit from the wide range of workshops on offer as well as the networking opportunities."

Linda Bryant, Head of Learning and Development, Human Resources and Development, Cranfield University
### HC059  Illustrator 101: Rookie
This is an introductory course for designers and budding developers new to the Illustrator environment, or those that have not had formal training. Participants will produce an exciting graphic project using both the classic features and the new and improved tools in Illustrator and will leave this class with the ability to create and incorporate vector graphics for different projects.

**Duration:** 2 days  
**Location:** London, Manchester, Glasgow  
**Cost:** £447.30 + VAT (member)  
£497.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech</th>
<th>A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech</td>
<td>A1, A3, B1, B2, B4, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci</td>
<td>A3, B1, B2, D1, D2, D4, E1, E2</td>
</tr>
<tr>
<td>ICTTech</td>
<td>A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4</td>
</tr>
</tbody>
</table>

### HC060  Illustrator 201: HotShot
Understanding how to use Illustrator’s advanced features will revolutionise work habits. This course will build upon the knowledge from Illustrator 101 by taking creation of simple illustrations to more complex ones. Participants will go beyond the basics with features like filters and effects, explore more in-depth typographical adjustments and the printing process of their layouts.

**Duration:** 2 days  
**Location:** London, Manchester, Glasgow  
**Cost:** £447.30 + VAT (member)  
£497.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech</th>
<th>A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech</td>
<td>A1, A3, B1, B2, B4, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci</td>
<td>A3, B1, B2, D1, D2, D4, E1, E2</td>
</tr>
<tr>
<td>ICTTech</td>
<td>A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4</td>
</tr>
</tbody>
</table>

### HC061  Illustrator 301: Super HotShot
This is a very advanced Illustrator course, for experienced participants only. This course will equip participants with the highest level of Illustrator skills, and includes the preparation for, and the sitting of, the Adobe Certified Expert (ACE) exam in Illustrator which is the highest level of recognition. The exam is included in the fee of the course.

**Duration:** 3 days  
**Location:** London  
**Cost:** £627.30 + VAT (member)  
£697.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech</th>
<th>A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech</td>
<td>A1, A3, B1, B2, B4, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci</td>
<td>A3, B1, B2, D1, D2, D4, E1, E2</td>
</tr>
<tr>
<td>ICTTech</td>
<td>A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4</td>
</tr>
</tbody>
</table>

### HC062  Illustrator Jumpstart: Zero to Hero
This fast track course is for designers and budding developers new to Illustrator, or those that have not had formal training. Participants will produce an exciting graphic project using both the classic features and the new and improved tools in Illustrator and will leave with the ability to create and incorporate vector graphics for projects. The course goes beyond the basics with features like filters and effects, and explores more in-depth typographical adjustments and the printing process of layouts.

**Duration:** 5 days  
**Location:** London, Manchester  
**Cost:** £717.30 + VAT (member)  
£797.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech</th>
<th>A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech</td>
<td>A1, A3, B1, B2, B4, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci</td>
<td>A3, B1, B2, D1, D2, D4, E1, E2</td>
</tr>
<tr>
<td>ICTTech</td>
<td>A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4</td>
</tr>
</tbody>
</table>

### HC063  InDesign 101: Rookie
This course will enable participants to create many types of documents, from single page advertisements and flyers, to complex multi-page colour publications after just two days of training! Topics will include: layout of text and graphics in a document; managing linked files and missing fonts; and tints and gradients using the swatches panel.

**Duration:** 2 days  
**Location:** London, Manchester, Glasgow  
**Cost:** £447.30 + VAT (member)  
£497.00 + VAT (non-member)

<table>
<thead>
<tr>
<th>EngTech</th>
<th>A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSciTech</td>
<td>A1, A3, B1, B2, B4, D2, D3, E1, E2</td>
</tr>
<tr>
<td>RSci</td>
<td>A3, B1, B2, D1, D2, D4, E1, E2</td>
</tr>
<tr>
<td>ICTTech</td>
<td>A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4</td>
</tr>
</tbody>
</table>
**Creative, Media and IT**

**HC064 InDesign 201: HotShot**

This class provides the InDesign user with the ability to hone their skills and move their knowledge of Adobe InDesign to an advanced level. Using the skills learned in the InDesign 101 class, participants will create complex documents and work with a variety of palettes and tools to further understand the capabilities of this high-end design application. This course is recommended for those planning to obtain the Adobe Certified Expert status.

**Duration:** 3 days  
**Location:** London, Manchester, Glasgow  
**Cost:** £627.30 + VAT (member)  
£697.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**HC065 InDesign 301: Super HotShot**

Participants on this course will learn about the most advanced techniques in Adobe InDesign, including how to integrate Photoshop and Illustrator artwork into InDesign documents, creating interactive PDFs with table of contents, navigation elements, buttons and video, exporting SWF files with animated elements on the spreads, GREP, Quick Apply, Story Editor, Text Variables, and more. This course also helps participants prepare for the Adobe Certified Expert (ACE) exam, which is the highest level of recognition for Adobe applications.

**Duration:** 3 days  
**Location:** London, Manchester  
**Cost:** £627.30 + VAT (member)  
£697.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**HC066 InDesign Jumpstart: Zero to Hero**

This course will enable participants to improve on their existing InDesign skills by teaching them to use additional techniques to manipulate text, pictures and pages. Over the duration of the course participants will also be able to create and edit graphics, and create and modify layouts with efficiency and accuracy.

**Duration:** 5 days  
**Location:** London, Manchester, Glasgow  
**Cost:** £897.30 + VAT (member)  
£997.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**HC118 Introduction to Final Cut Pro X**

Final Cut Pro X is a revolutionary video editing application that makes it possible for beginners and seasoned professionals to achieve stunning results. This hands-on course teaches participants to perform basic editing functions while becoming familiar with the user interface, starting with basic video editing techniques and working all the way through Final Cut Pro’s powerful advanced features. Participants will work with dramatic real world media to learn the practical techniques used daily in editing projects.

**Duration:** 3 days  
**Location:** Manchester  
**Cost:** £580.50 + VAT (member)  
£645.00 + VAT (non-member)

**EngTech:** A1, A2, B1, C1, D1, E1, E2, E3, E4  
**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
**RSci:** A3, B1, B2, D1, D2, E1, E2  
**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
HC089

**jQuery 201: HotShot**

The course is a hands-on session that is designed to help designers and developers enhance their existing projects with the help of jQuery. The course looks at how to use jQuery to transform static HTML web pages into dynamic JavaScript and Dynamic HTML. The course is also a hands-on session that is designed to help designers and developers enhance their existing projects with the help of jQuery to build web pages that react to user input. The course covers the initial setup of jQuery for a website and the implementation and management of third party open source plugins.

**Duration:** 2 days

**Location:** Manchester

**Cost:** £552.23 + VAT (member)  
£597.00 + VAT (non-member)

**EngTech:** A1, A2, B1, C1, D1, E1, E2, E3, E4

**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC067

**Javascript Jumpstart: Zero to Hero**

The course looks at how to use jQuery to transform static HTML web pages into dynamic JavaScript and Dynamic HTML. The course is also a hands-on session that is designed to help designers and developers enhance their existing projects with the help of jQuery to build web pages that react to user input. The course covers the initial setup of jQuery for a website and the implementation and management of third party open source plugins.

**Duration:** 5 days

**Location:** London, Manchester, Glasgow

**Cost:** £897.30 + VAT (member)  
£997.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

**RSciTech:** A1, A3, E1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC068

**HC068**

### jQuery 201: HotShot

For the latest listings, course dates and locations please search our directory using the course code at: www.heated.ac.uk/our-courses

---

HC088

**Learn iOS 6 SDK Development**

Learn to use the iOS SDK, Xcode, and Interface Builder to develop native iPhone and iPad applications in this five day course. This rapidly paced, hands-on course will make participants comfortable quickly with the language, the tools, and the frameworks, whilst being given deep insights into their underlying mechanisms.

**Duration:** 4 days

**Location:** Manchester

**Cost:** £1618.75 + VAT (member)  
£1750.00 + VAT (non-member)

**EngTech:** A1, A2, B1, C1, D1, E2, E3, E4

**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

HC094

**Mac OS X Server Essentials 10.8**

This course is designed to give technical co-ordinators and entry-level system administrators the skills, tools and knowledge to implement and maintain a network that uses OS X Server. Participants will learn how to install and configure OS X Server to provide network-based services, such as file sharing, DHCP and collaboration services. Tools for efficiently managing and deploying OS X and software updates are also covered. The course uses a combination of lectures and hands-on case study exercises.

**Duration:** 3 days

**Location:** Manchester

**Cost:** £878.75 + VAT (member)  
£950.00 + VAT (non-member)

**EngTech:** A1, A2, B1, C1, D1, E2, E3, E4

**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

For our full course listings visit: www.heated.ac.uk/our-courses  
Follow us: @HEaTEDtechs
Mac OS X Support Essentials 10.8

This is a leader led course with plenty of hands-on that provides a really in-depth look at how to use and troubleshoot Mac OS X. During the course participants will be given an in-depth tour of the functionality of Mac OS X as well as best practices on how to effectively support these systems. The Apple Certified Support Professional (ACSP) 10.8 certification is granted on successful completion of the Mac OS X Support Essentials v10.8 exam.

Duration: 3 days
Location: Manchester
Cost: £878.75 + VAT (member)
      £950.00 + VAT (non-member)

EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Mac Support for PC Technicians 10.8

A two day, hands-on course that provides an intense and in-depth exploration of features and troubleshooting of Mac OS X compared to Microsoft Windows. This course is designed to give participants a tour of the breadth of functionality of Mac OS X and the best methods for effectively troubleshooting issues that arise. Topics include: installation; users and permissions; application environment; and network configuration and troubleshooting.

Duration: 2 days
Location: Manchester
Cost: £552.23 + VAT (member)
      £597.00 + VAT (non-member)

EngTech: A1, A2, B1, C1, D1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Maya 101 Jumpstart: Zero to Hero

Participants are introduced to the Maya interface, the Maya philosophy, 3D modelling, texturing, lighting and rendering. Over the five days we will show participants how to use the tools within Maya and how they are put to use in the film, television and game industries.

Duration: 5 days
Location: London
Cost: £897.30 + VAT (member)
      £997.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
Photoshop 301: Super HotShot

During this class participants will learn about the most advanced techniques in Adobe Photoshop, including how to make animations, use 3D objects to incorporate them in 2D artwork, work with Smart objects, HDR and Camera RAW images, work with Layer and Clipping masks, design and prepare websites for developers, create digital art and more. This course also helps participants prepare for the Adobe Certified Expert (ACE) exam, which is the highest level of recognition for Adobe applications.

Duration: 3 days
Location: London, Manchester, Glasgow
Cost: £627.30 + VAT (member) £697.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

Photoshop ACA Jumpstart: Zero to Hero

This class provides participants with the concepts and skills to use Adobe Photoshop effectively. Participants will get hands-on practice working with basic through to advanced techniques to get the most out of their experience. Participants will learn layer basics, photo retouching and image editing. Whether a designer, illustrator, photographer, video artist, webmaster or just a beginner, Photoshop offers many opportunities to make images look great. Participants will take the Adobe Certified Associate (ACA) exam at the end of the course.

Duration: 5 days
Location: London, Manchester, Glasgow
Cost: £879.30 + VAT (member) £997.00 + VAT (non-member)

EngTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
RSciTech: A1, A3, B1, B2, B4, D2, D3, E1, E2
RSci: A3, B1, B2, D1, D2, D4, E1, E2
ICTTech: A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

For the latest listings, course dates and locations please search our directory using the course code at: www.heated.ac.uk/our-courses
### HC074: Premiere Pro 101: Rookie
Adobe Premiere Pro is a powerful program for editing digital video. Premiere lets users create videos, as well as perform colour correction and work with audio. Participants attending this course will learn the fundamentals of non-linear editing techniques.

**Duration:** 3 days  
**Location:** London, Manchester, Glasgow  
**Cost:** £627.30 + VAT (member)  
£697.00 + VAT (non-member)

- **EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
- **RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
- **RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
- **ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

### HC075: Premiere Pro 201: HotShot
This course helps participants understand and work with advanced concepts and features of Adobe Premiere. Participants will run through a typical series of steps for creating, editing and fine-tuning a series of video pieces. They will be prepared for and take the Adobe Certified Associate (ACA) exam at the end of this course.

**Duration:** 2 days  
**Location:** London, Manchester, Glasgow  
**Cost:** £447.30 + VAT (member)  
£497.00 + VAT (non-member)

- **EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
- **RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
- **RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
- **ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

### HC229: Premiere Pro for FCP Editors – An Introduction
This one day course has been created by VET as the fast and efficient way for experienced FCP editors to get to grips with Premiere Pro.

**Duration:** 1 day  
**Location:** London  
**Cost:** £285.00 + VAT (member)  
£300.00 + VAT (non-member)

- **EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
- **RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
- **RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
- **ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

### HC076: Premiere Pro Jumpstart: Zero to Premiere Hero
Participants attending this course will learn the fundamentals of non-linear editing techniques and will go on to learn more advanced features of the software. This course helps participants understand and work with advanced concepts and features of Adobe Premiere Pro by running through a typical series of steps for creating, editing and fine-tuning a series of video pieces.

**Duration:** 5 days  
**Location:** London, Manchester  
**Cost:** £897.30 + VAT (member)  
£997.00 + VAT (non-member)

- **EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
- **RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
- **RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
- **ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

### HC077: Premiere Pro 101: Rookie
Adobe Premiere Pro is a powerful program for editing digital video. Premiere lets users create videos, as well as perform colour correction and work with audio. Participants attending this course will learn the fundamentals of non-linear editing techniques.

**Duration:** 3 days  
**Location:** London, Manchester  
**Cost:** £672.30 + VAT (member)  
£747.00 + VAT (non-member)

- **EngTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4  
- **RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2  
- **RSci:** A3, B1, B2, D1, D2, D4, E1, E2  
- **ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

---

**Did you know?**
We offer substantial group discounts. If you wish to book multiple places on any of our courses please contact us for a quote: admin@heated.ac.uk

---

For the latest listings, course dates and locations please search our directory using the course code at: www.heated.ac.uk/our-courses

---

Courses with this icon are available UK Wide - On Demand and are available On Demand at the advertised location.
### HC230 Tapeless Cameras for Self Shooters

This highly intensive course is for all self shooters. It is ideal for APs, researchers, producers, directors, journalists and anyone else who is expected to collect good quality material in a single person crew. Understanding the implications of shooting tapeless on smaller format cameras, participants will develop the observational filming skills that enable them to cover a scene and work as an effective self shooter.

**Duration:** 2 days

**Location:** London

**Cost:**
- £522.50 + VAT (member)
- £550.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E2, E3, E4

**RSciTech:** A1, A3, B1, B2, B3, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

### HC231 Understanding Digital Video and Audio

This highly popular course is designed for all those working with video and audio but who have had no formal technical training or need updating to digital. The course covers the essentials of digital video and audio technology, including HD, file-based workflows and compression. The key knowledge required to work with digital media successfully is made digestible by expert trainers who are also practitioners.

**Duration:** 2 days

**Location:** London

**Cost:**
- £522.50 + VAT (member)
- £550.00 + VAT (non-member)

**EngTech:** A1, A2, B1, B2, C1, C2, D1, E2, E3, E4

**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4

### HC091 What’s Involved in Developing Apps

This one day course is an introduction to developing iOS applications for iPhone, iPod and iPad. The course will give participants a good overview of all the official Apple tools including Xcode, Interface Builder and Dashcode. During the hands-on sessions participants will be building simple web-based, hybrid and native applications using these tools. This is a good starting point in understanding iOS development.

**Duration:** 1 day

**Location:** Manchester

**Cost:**
- £323.75 + VAT (member)
- £350.00 + VAT (non-member)

**EngTech:** A1, A2, B1, C1, D1, E2, E3, E4

**RSciTech:** A1, A3, B1, B2, B4, D2, D3, E1, E2

**RSci:** A3, B1, B2, D1, D2, D4, E1, E2

**ICTTech:** A1, A2, B1, B2, C1, C2, D1, E1, E2, E3, E4
HEaTED is a national training and career development framework for technical staff. It is managed by Myscience Ltd, which operates the National Science Learning Centre, National STEM Centre and the network of Science Learning Centres across the UK. HEaTED is supported by the Gatsby Charitable Foundation.

All information is correct at the time of going to print, please see our website Course Directory for the latest information. Information is supplied by a wide range of course providers and whilst HEaTED make every attempt to ensure accuracy we are not responsible for data supplied by 3rd parties.