

Virtual Training Zone

Your Career, Our Courses CPD Training & Qualifications

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Our mission is to help Workplace & FM professionals to deliver and develop optimum work environments to support core business through sharing best practice, tools and techniques for senior management and operational teams.

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Rachel Hiscox, Managing Director, Quadrilect



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Our Courses

Quadrilect has reshaped its Learning to deliver the Virtual Training Zone via live web sessions. Enabling access to everyone, anywhere to their long established FM Training program and qualifications.

FM Career Pathway

Understanding FM [Optional Level 3]

Leadership & Management of People

Highly Effective & Influential FM
Maximising the Customer Experience

Commercial & Financial Management

Financial Management 1

Project Management

Project Management

Property & Premises Management

Essentials of Building Services
Building Surveying & Maintenance
Fundamentals of Property Management
Strategic Corporate Real Estate

Regulatory Update & Compliance

Overview of Compliance & Standards

Risk Management

Disaster Recovery & Business Continuity Planning

Sustainability

Environmental Management

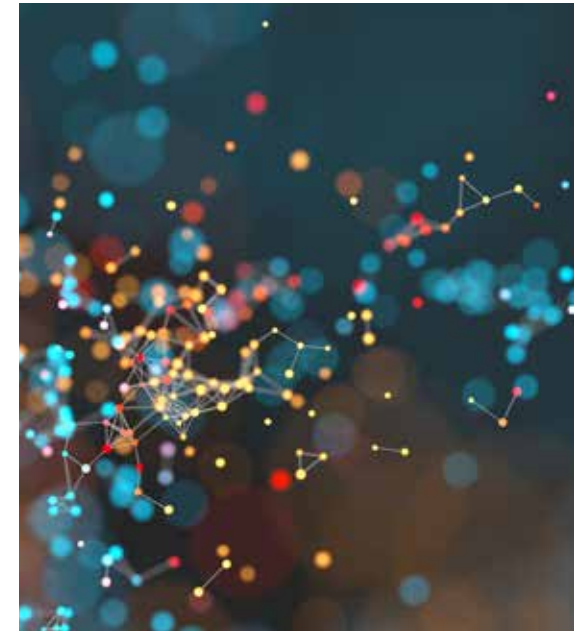
Space & Relocation

Effective Space Planning
Managing Relocation, Fit Out and Move
Agile Working & Modern Workplaces

Health & Safety

IOSH Managing Safely
Legionella Responsibilities & Compliance

Connecting Your People in Agile Working Environments



Why Training should be at the heart of every business

- To manage inevitable change successfully to ensure the longevity of your organisation
- Create innovative and agile work environments to both attract and retain talent
- To put good practice and compliance at the core of everything you do

Course dates

Understanding FM 2-4 September 2020 3-5 November 2020	12 hours CPD
Highly Effective & Influential FM 13-15 October 2020	12 hours CPD
Maximise the Customer Experience 1-2 October 2020	7 hours CPD
Financial Management 1 21 & 23 July 2020 10 & 12 November 2020	7 hours CPD
Project Management 24-26 August 2020 14-16 October 2020	12 hours CPD
Fundamentals of Prop Management 23-24 September 2020	7 hours CPD
Strategic Corporate Real Estate 30 September - 1 October 2020	7 hours CPD
FM Compliance & Standards 15 & 17 July - 2020 14 & 16 October 2020	12 hours CPD
Essentials of Building Services 26-28 August 2020 3-5 November 2020	12 hours CPD
Building Surveying Maintenance 20-21 August 2020 15-16 October 2020	7 hours CPD
Disaster Recovery & BCP 2-3 September 2020	7 hours CPD
Environmental Management 7-8 July 2020 30 September - 1 October 2020	7 hours CPD
Contract & SLA Management 4-5 August 2020 22-23 September 2020	7 hours CPD
Effective Space Planning 16-18 September 2020	12 hours CPD

Course dates

Managing Relocation, Fit-Out & Move 11-13 November 2020	12 hours CPD
Agile Working & Modern Workplaces 15-17 July 2020 7-9 September 2020	12 hours CPD
IOSH Managing Safely 28-30 October 2020	3 days CPD
Legionella Awareness & Compliance 11-12 August 2020 6-7 October 2020	7 hours CPD

Course fees & Delivery

Our Virtual Training Zone is hosted via a videoconference platform. Our highly experienced trainers deliver live interactive web sessions over a series of mornings. Typically a 12 hour CPD session will run for 3 consecutive mornings between 9am & 1pm and a 7 hour CPD session will run for two consecutive from 9.30am to 1pm with breaks and exercises. Note *Finance Management runs on two non consecutive mornings & *IOSH remains a 3 day program with multi format tests. FM Compliance runs on 2 non-consecutive days but the 12 hour CPD fee still applies.

Course duration - all prices exclude VAT	member rate*	Non member
7 hours CPD - 2 sessions	£250	£285
12 hours CPD - 3 sessions	£399	£420
3 days CPD - IOSH MS	£524	£680

Please note if you are attending the training course as part of an IWFm qualification in Facilities Management, additional application fees will apply. For further information please contact us on info@quadrilect.co.uk

***Professional Body [Member] Discounted rate - who is eligible?** IWFm, RICS, ILM, CIOB, CIBSE, IFMA



How to book with us

- 1 Choose your course and select a date
- 2 Your course registration checklist
 - > Your membership status: professional body membership or non member
 - > Company postal address (please also supply invoice address if different)
 - > Email address for joining instructions and invoice
 - > Purchase order number (only if required by your company for invoicing purposes)
 - > Qualification option (where applicable)
- 3 Complete your registration

Email us at info@quadrilect.co.uk with the information from steps 1 & 2 above.
- 4 What will happen next?

Confirmation of your booking

When you register by email we will confirm the booking by reply. If you do not receive any acknowledgement of your registration please contact one of the team so that we may check your registration has been received.

Introductory session

Course details, invoice and link to an introductory session will be emailed approximately 3-4 weeks prior to your start date. Access to the course is provided only once payment is received.

Joining instructions

Link to access the course will be sent following the introductory session.

Terms & conditions

If you cancel within 10 working days from the start of your course full fees apply but substitutes will be accepted. Cancellations must be made in writing. If you wish to transfer your booking to a future date we will ask you to settle your invoice in full and a further fee of £35+VAT per course will apply. We reserve the right in its absolute discretion to cancel the event.

COURSE FEES AND HOW TO BOOK WITH US

