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Train The Trainers International Certification





International TTT Certification

Level 1

Level 1 Introduction to Teaching Skills
(IVQ1106-01)

Level 2

Level 2 Diploma in Teaching Skills
(IVQ1106-02)

Level 3

Level 3 Advanced Diploma in Teaching,
Training and Assessing Learning (IVQ 1106-21)



Who is City & Guilds?

City & Guilds is the UK's leading provider of vocational qualifications, offering over 500 awards across a wide range of industries, and progressing from entry level to the highest levels of professional achievement. With over 8500 centers in 100 countries, City & Guilds is recognized by employers worldwide for providing qualifications that offer proof of the skills they need to get the job done.



Oil & Gas IVQ Course List

ELECTRICAL	INSTRUMENTATION	MECHANICAL
• Health, Safety and Environmental (HSE) • Electrical Safety • Basic Electricity and Measurement • Electric Installation • Power Generator • Electric Motor and Control • Electric Distribution • Uninterrupted Power Supply (UPS) • Control Electronic • Heating, Ventilation and Air-Conditioning (HVAC) • Cathodic Protection • Field Study & Evaluation Test • Electric Protection	• Health, Safety and Environmental (HSE) • Basic Electronic & Microelectronic • Basic Digital • Instrument Drawing and Documentation • Measurement System • Controller & Control System • Final Control Element (Control Valve) • Shutdown System • Safety Devices • Basic PLC, DCS, & SCADA Overview • Field Study & Evaluation Test • Basic Electronic, Digital & Instrument Drawing • Programmable Logic Gates (PLC) • Distributed Control System • Instrument Air and Piping • Custody Transfer • Troubleshooting and Calibration Instrumentation	• Safety, Health and Environmental (HSE) • Pump and Compressor • Prime Mover • Bearing, Lubricant & Lubrication System • Maintenance & Vibration Monitoring • Inspection, Welding & Pipe line Technology • Hydraulic System & Lifting Equipment • Field Study and Evaluation Test • Tools • Basic Electric and Instrument



Oil & Gas IVQ Course List

PROCESS	PROCESS PLANT OPERATIONS	PROCESS PLANT TECHNOLOGY
• Health, Safety and Environmental (HSE) • Introduction to Petroleum • Production Operation • Production Operator • Basic Instrumentation • Basic Mechanic • Field Study & Evaluation Test • Wells Treatment	• Emergency Response Procedures • Workplace Procedures • Work safety • Dials and Indicator • Process Plant Schematics • Process Record and Information • Equipment Operation • Valve System • Production Units • Process Control Equipment • Artificial Lift • Ship Loading and Unloading • Well Management • Gas Absorption Production • Bed Hydration Production • Pipeline Pigging • Cryogenic Process • Gas and Steam Turbine • Plant and Equipment Shutdown	• Process and Plant Optimization • Production Facilities Monitoring • Plant Shutdown and Restart • Workplace OHS Management System • Incident Response • Plant Documentation • Commission/ Recommission Plant • Decommission Plant • HAZOP Studies • Plan Assessment Activities and Process • Complex Control System • Emergency Incidents • De-bottleneck Plant • 5S System in Organization



Oil & Gas IVQ Course List

ENGINEERING	PETROLEUM PROCESSING	DRILLING
• Cycle Mechanics • Introductory Manual Metal Arc Welding • Introductory Oxy Acetylene Welding • Introductory Tungsten Inert Gas Welding • Introductory Metal Inert Gas Welding • Computer Aided Design Parametric Modelling • Welding Skills • Computer Aided Manufacturing (2D) • Advanced Welding Skills • Basic Mobile Air Conditioning • Award in Diagnosis and Repair of Mobile Air Conditioning Climate Control Systems • 2D Computer Aided Design • 3D Computer Aided Design • Computer Aided Manufacturing	• Oil and Gas Separation • Gas Dehydration • Petroleum Gas Compression • Natural Gas Liquid Recovery • Oil Pumping and Metering • Injection Water Treatment • Produced Water Treatment • Gas Flow Measurement • Process Flow and P&ID • Oil Treatment (Dehydration)	• Blow Out Prevention (BOP) Rotary Drilling Onshore • Blow Out Prevention (BOP) Rotary Drilling Offshore • Stuck Pipe • Coal Bed Methane Well Control • Under Balanced Air Drilling



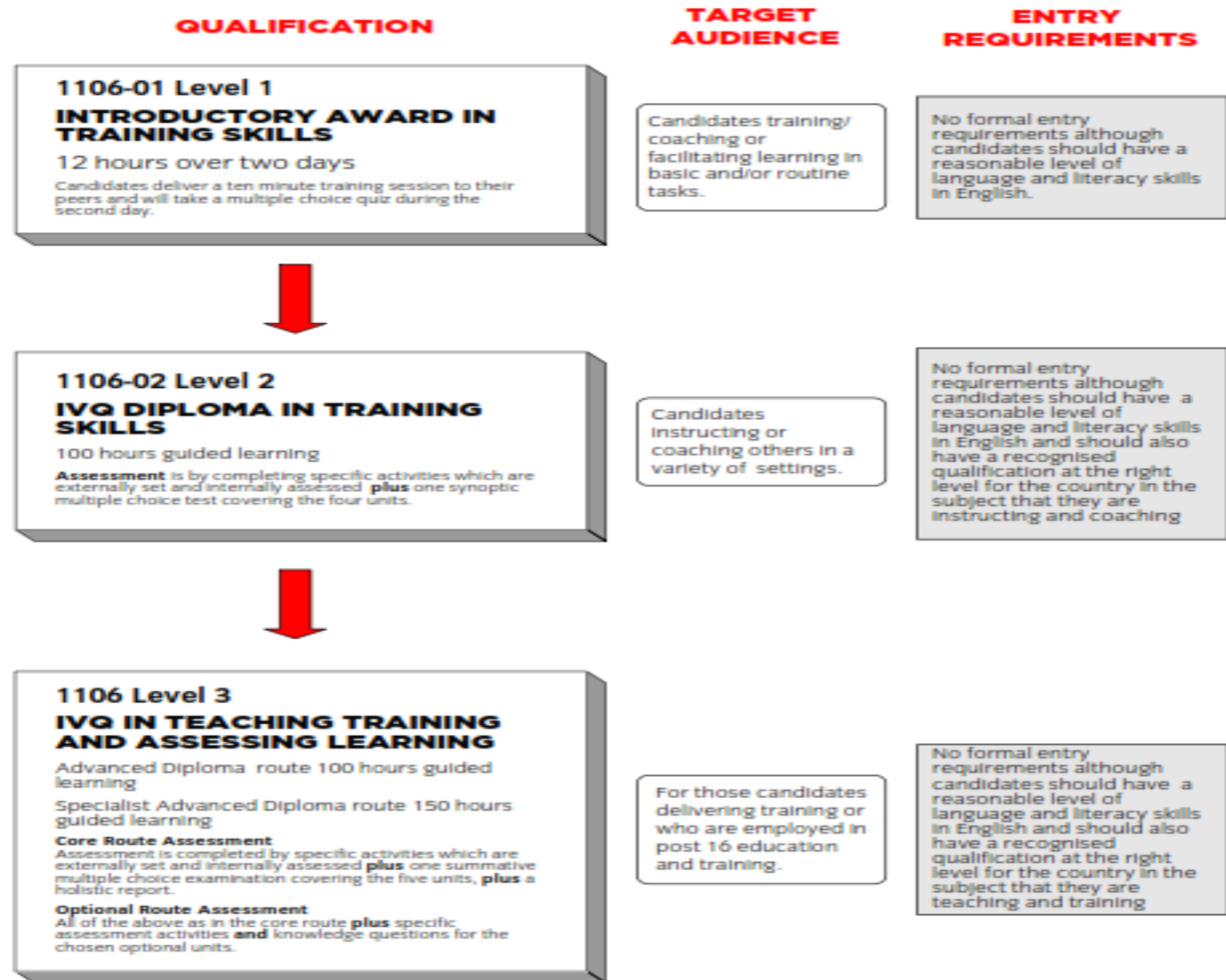
ThinkPlus Collaboration

Think**Plus** Consulting Sdn Bhd is also collaborating with other International Training Providers to strengthen our curriculum and to achieve our objective, which is to provide the highest quality trainings for our clients.





International Teaching Qualifications Progression Route





International Teaching Qualifications Progression Route

QUALIFICATION

1106-01 Level 1 INTRODUCTORY AWARD IN TRAINING SKILLS

12 hours over two days

Candidates deliver a ten minute training session to their peers and will take a multiple choice quiz during the second day.

3 Training Days Fee is RM 3,000/person
4 Training Days Fee is RM 3,500/person

Min. number of students/class is 12



1106-02 Level 2 IVQ DIPLOMA IN TRAINING SKILLS

100 hours guided learning

Assessment is by completing specific activities which are externally set and internally assessed **plus** one synoptic multiple choice test covering the four units.

3 Training Days Fee is RM 5,500/person
4 Training Days Fee is RM 6,000/person
5 Training Days Fee is RM 6,500/person

Courses are conducted on Friday/Saturday/Sunday only, and to be continued in the following week. Qualifying days will be based on your CV. Min. number of students/class is 12



1106 Level 3 IVQ IN TEACHING TRAINING AND ASSESSING LEARNING

Advanced Diploma route 100 hours guided learning

Specialist Advanced Diploma route 150 hours guided learning

Core Route Assessment

Assessment is completed by specific activities which are externally set and internally assessed **plus** one summative multiple choice examination covering the five units, **plus** a holistic report.

Optional Route Assessment

All of the above as in the core route **plus** specific assessment activities and knowledge questions for the chosen optional units.

32 Contact Hours (3 Days) Fee is RM 7,000 /person
64 Contact Hours (6 Days) Fee is RM 8,500/person
100 Contact Hours (8Days) Fee is RM 9,000/person

Courses are conducted on Friday/Saturday/Sunday only, and to be continued in the following week. Qualifying days will be based on your CV. Min. number of students/class is 12



LEVEL 1

INTRODUCTION TO TRAINING SKILLS (1106-01)



IVQ Introduction to Training Skills

This course is suitable for candidates who train other employees in their organization or candidates looking for a training qualification as an alternative career path.

The course will cover 3 areas:

1

Planning (including session planning)

2

Delivery (participants will deliver a 10 minute 'session' that they have planned)

3

Evaluation (self, peer group and course evaluation)



LEVEL 2

IVQ DIPLOMA IN TRAINING SKILLS (1106-02)



IVQ Diploma Training Skills

INTRODUCTION

Qualifications in Training provide essential knowledge and practical skills for anyone involved in training and assessing adults. You'll cover things like learners' needs, preparing lessons and providing feedback.

These are international qualifications and are designed to help people deliver training in different countries, cultures and industries.

This qualification is aimed to reflect the international nature of knowledge, skills and activities needed to deliver City and Guilds accredited programme successfully. The programme is specially tailored to enable trainers to deliver programs in an optimal learning environment to help our learners gain the knowledge and competence for their future success.

Qualification Type : International Vocational Qualifications (IVQ)

Level: Level 2 Diploma

Qualification #: 1106-02



IVQ Diploma Training Skills

PROGRAMME FEATURES

- Continuous Professional Development (CPD) recognition by City and Guilds, UK.
- Individualized trainer coaching by Master Trainer at your workplace.
- Time-spaced program and practical approach: an industry best practice

Course Designed for...

This qualifications is ideal if you are a qualified teacher, assessor or trainer and internal verifiers looking for continuing professional development, or you have an introductory qualification and want to progress further.

Duration

5 days program:

- Train the trainer, 4 days
- Practical assessment, 1 day



IVQ Diploma Training Skills

METHODOLOGY

The classroom sessions will be interactive with facilitation methods, group works and role play scenarios with hands-on tasks. The modules will be delivered by different highly qualified and passionate Master Trainers using various techniques.

Candidates will be required to demonstrate their learnings in assigned practical tasks completed at their workplaces. The evidences of completed tasks are to be compiled in Portfolio format and will be verified and assessed.

External Verifier appointed by City & Guilds will conduct random sampling of the Portfolio ensuring the works meet the standards



IVQ Diploma Training Skills

CANDIDATE ENTRY REQUIREMENTS

Candidate should have the following,

- **Proficient level of English (written, reading, spoken)**
- Have a recognized qualification at the right level in the subject that candidate is teaching / training
- Have a teaching / trainer position to achieve the practical aspect of the qualifications



LEVEL 3

IVQ ADVANCE DIPLOMA IN TEACHING, TRAINING AND ASSESSING LEARNING (TeTrA) (1106-21)

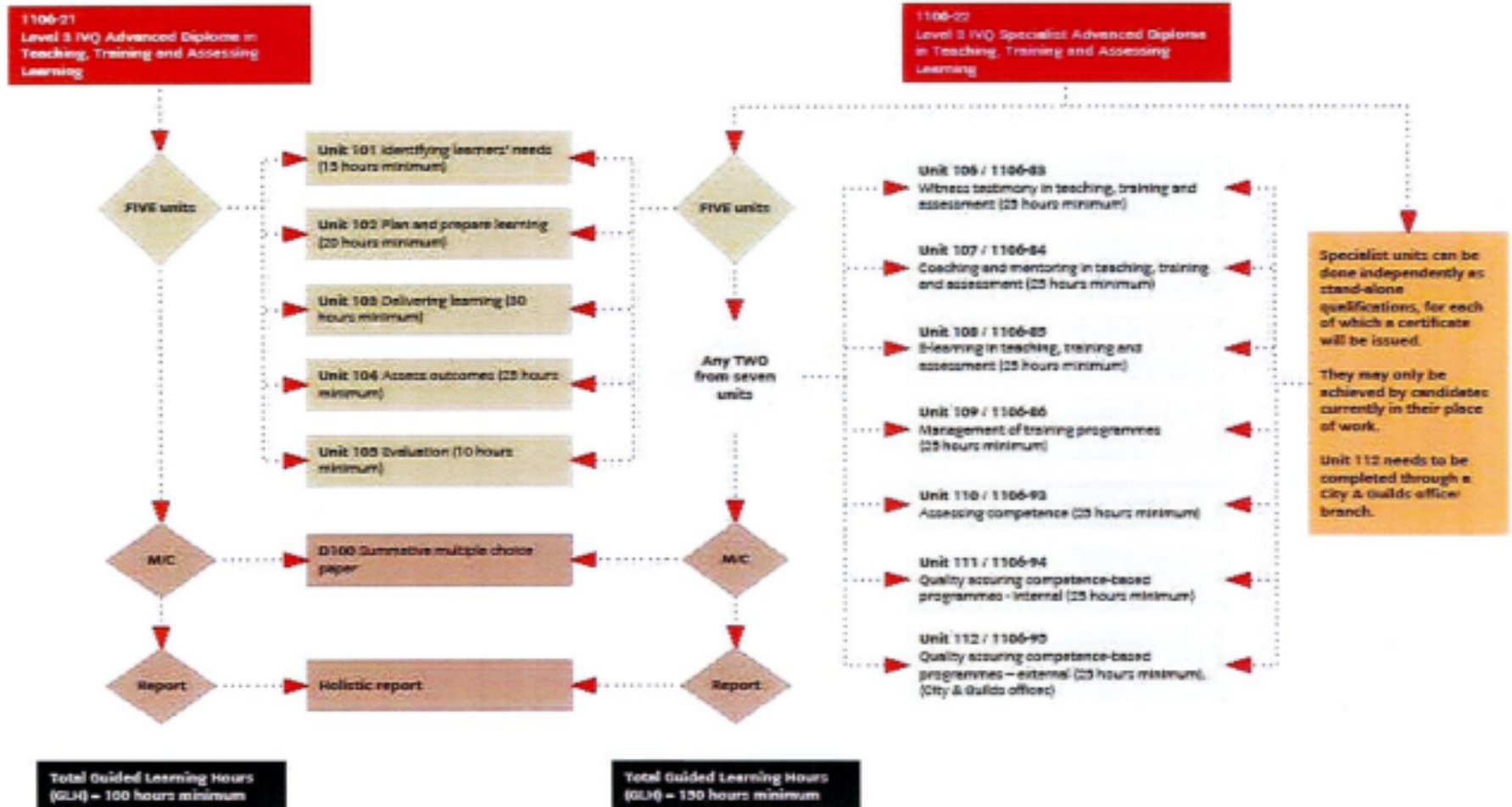


IVQ Advance Diploma in Teaching, Training and Assessing learning (TeTrA)

QUALIFICATION ROUTES

Level 3 IVQs in Teaching, Training and Assessing Learning (1106)

City & Guilds





IVQ LEVEL 3

ASSESSOR CERTIFICATION





IVQ Level 3 Assessor Certification

- This is an option for those who would like to become an Assessor
- Candidates are required to complete minimum of 50hrs
- Candidates may progress to Level 3 IVQ Assessor Certification by adding two more units within 3 years of completing Level 3 IVQ Advanced Diploma (TeTrA) or,
- It can also be done independently as a stand alone qualifications, for each of which a full certificate will be issued. They may be achieved by candidates currently in their place of work.



IVQ Advance Diploma in Teaching, Training and Assessing learning (TeTrA)

Level 3 (TeTrA)

UNIT TITLE
101 Induction and Needs Analysis
102 Plan and Prepare Learning
103 Delivering Learning
104 Assess Outcomes
105 Evaluation

32 Contact Hours (3 Days) Fee is RM 7,000 /person
64 Contact Hours (6 Days) Fee is RM 8,500/person
100 Contact Hours (8 Days) Fee is RM 9,000/person

Courses are conducted on Saturday Sunday only, and to be continued in the following week.

Qualifying days will be based on your CV.

Min. number of students/class is 12

+ PLUS

Assessor

UNIT TITLE
110 Assessing Competence
111 Quality Assuring Competence-based Programmes - Internal

2 Training Days Fee is RM 2,000/person
3 Training Days Fee is RM 2,500/person

Min. number of students/class is 12



Career Prospect

- High demand for Job Positions in Oil & Gas.
- Trainers & Instructors (Process, Instruments, Mechanical, Safety Maintenance, Drilling, etc) from companies in Bahrain, Arab Saudi, Abu Dhabi and Europe.





Application Process

- Send your CV to us for review to categorize the Level of Training required, and contact hours that your need.
- Candidates for Level 1 are eligible to claim ~**RM1300** from **HRDF Fund**.





THANK
YOU

