

## STAGE 3 TRAINING COURSE

**Course tutor:** Rachel Tipton (RT).

**Venue:** UK, and GCC

**Date:** see Prospectus



### Day 1

- 08.30 – 09.00 Welcome and introductions/Icebreaker
- 09.00 – 10.30 Introduction to scheduling and Appreciating Architects Drawings
- 10.30 – 10.45 Tea/coffee
- 10.45 – 12.45 Introduction to scheduling and Appreciating Architects Drawings
- 12.45 - 13.00 Benefits of student membership for IAI
- 13.00 – 14.00 Lunch
- 14.00 – 18.00 Electric Hardware & Access Control (including tea and coffee)

### Day 2

- 08.30 – 10.30 Key Control
- 10.30 – 10.45 Tea/coffee
- 10.45 – 13.00 Practical scheduling
- 13.00 – 14.00 Lunch
- 14.00 – 15.30 Practical scheduling
- 15.30 – 15.45 Tea/coffee
- 15.45 – 18.00 Practical scheduling

Supported by Education Committee (Michael Spoons, Rachel Tipton and Simon Ayres).

### Day 3

- 08.30 – 09.00 Prep for Mock Exam
- 09.00 – 13.00 Mock Examination
- 13.00 – 14.00 Lunch
- 14.00 – 15.30 Review of exam papers
- 15.30 – 15.45 Tea/coffee
- 15.45 – 17.45 Review of exam papers
- 17.45 – 18.00 Quick fire Q & A's

Dress code: Smart casual (no ripped jeans or shorts).