

# In-House Lunch & Learn

## A CPD Programme to help all employees keep up-to-date

There never seems to be enough time during the day to get everything done. You can't spare people to go to training because there is so much work to be done, but you also can't neglect their training and development. Learn at Lunch (or whatever time that suits you) is a way to get more training done by making the lunch hour multi-tasking.

### Workshop Content

#### Each session is structured as follows:

**Question and Answer** - Each session will have a 5-10 minute revision from the previous workshop to reinforce the previous session. The facilitator will also look to the audience to demonstrate that they are keeping up with news and issues that impact their activities and regulated business.

**Regulatory and Compliance Update** - This part of the session will take up to 15 minutes depending on events and changes since the last meeting. The session will focus on regulatory market issues such as Anti Money Laundering initiatives and updates.

**Specific Topic** - The final part on specific areas of the regulatory Environment which will be identified during the year.

### Date, Time & Costs

#### Lunch-and-Learn Sessions

These sessions can be delivered in batches of either 4 or 6 over a 12-month period. Both options provide the same minimum CPD training time of 6 hours.

#### **COST: £2,400.00**

This cost covers:

- At least 1-1.5 hours of face-to-face training (£200.00 per session)
- A minimum of 1 hour of preparation (£200.00 per session), equating to £400.00 per session
- All administration, issuance of CPD certificates, and PowerPoint slides

### Finally... add an On-line Competence Test

**Why not assess your understanding and retention of the workshop subject matter? For an extra £20.00\* delegates can elect to take a short on-line competence test based on the workshop topic.**

After enrolment you will be issued an invoice and after the workshop event (usually 2-3 days afterwards) an online email notification will advise you the test is open along with your access passwords. This email will enable you to take a multi-choice test based on the training content/material from the day and if you pass you will be issued a **PASS CERTIFICATE** and a **CPD CERTIFICATE** for 0.5 hrs.

Why not take  
a sample test?

Go online to  
[www.comsuregroup.com/take-a-test/](http://www.comsuregroup.com/take-a-test/)

\*Please note this cost is separate from the training cost and any associated discounts. It will be invoiced separately.



To enrol and for more information, please contact:

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