

## Focus Training for Individuals

Working as a consultant or within a small business? Recently made redundant or leaving the armed forces and looking to re-skill? Employed within a larger company but tasked with sorting your own professional development. If you are in one of these situations you will have very specific concerns. We try to structure our services to help you.

About half of our course bookings are made by individuals rather than through the training departments of organisations.

### **Independent Advice**

Focus offers a range of Project management and IT Service Management training which spans most of the leading groups of professional qualifications. This means we are not biased towards one particular qualification or methodology. We aim to help you find the training which suits your specific needs and career development.

### **Easily Accessible Resources**

Our latest website includes a large amount of information about courses such as APM, PRINCE2, MoR, MSP, Atern, ISEB and ITIL. As well as explaining what courses are covered, we have a "Which Course?" page, an FAQ section and we are developing a Certification Tracks feature which shows how individual courses link to industry recognised Certifications and Qualifications. The Focus website also acts as a hub – providing useful links to certification bodies and other organisations involved with Best Practice training and development.

### **Knowledgeable and Friendly Staff**

If you can't find all the information you need on our website do not hesitate to contact our advisors by e-mail or by phone. We are real people with broad knowledge of our subject areas! If we don't have the answers we will definitely know where to find out.

### **Dates and Locations to Suit You**

Companies sometimes overlook the hidden expenses of travel and accommodation associated with training courses. As an individual, we know you will not.

We offer the widest range of high quality courses within the specialist sectors we cover. That means you will be able to locate the course dates and location which are most convenient for you.

### **Quality and Value Assurance**

It can be confusing when you explore the vast range of training providers out there. What looks like a good price can be from a less reputable trainer or may fail to include key items (such as the exam!) – or may be a promotional course which the trainer has no intention of running.

Focus will only work with trainers who are suitably accredited and have an established track record. We always try to include exam costs which form part of a course. If you see low prices on our site this may reflect a lower cost venue or the pricing policy of a reputable trainer – but you can be assured that the training is of a good standard.