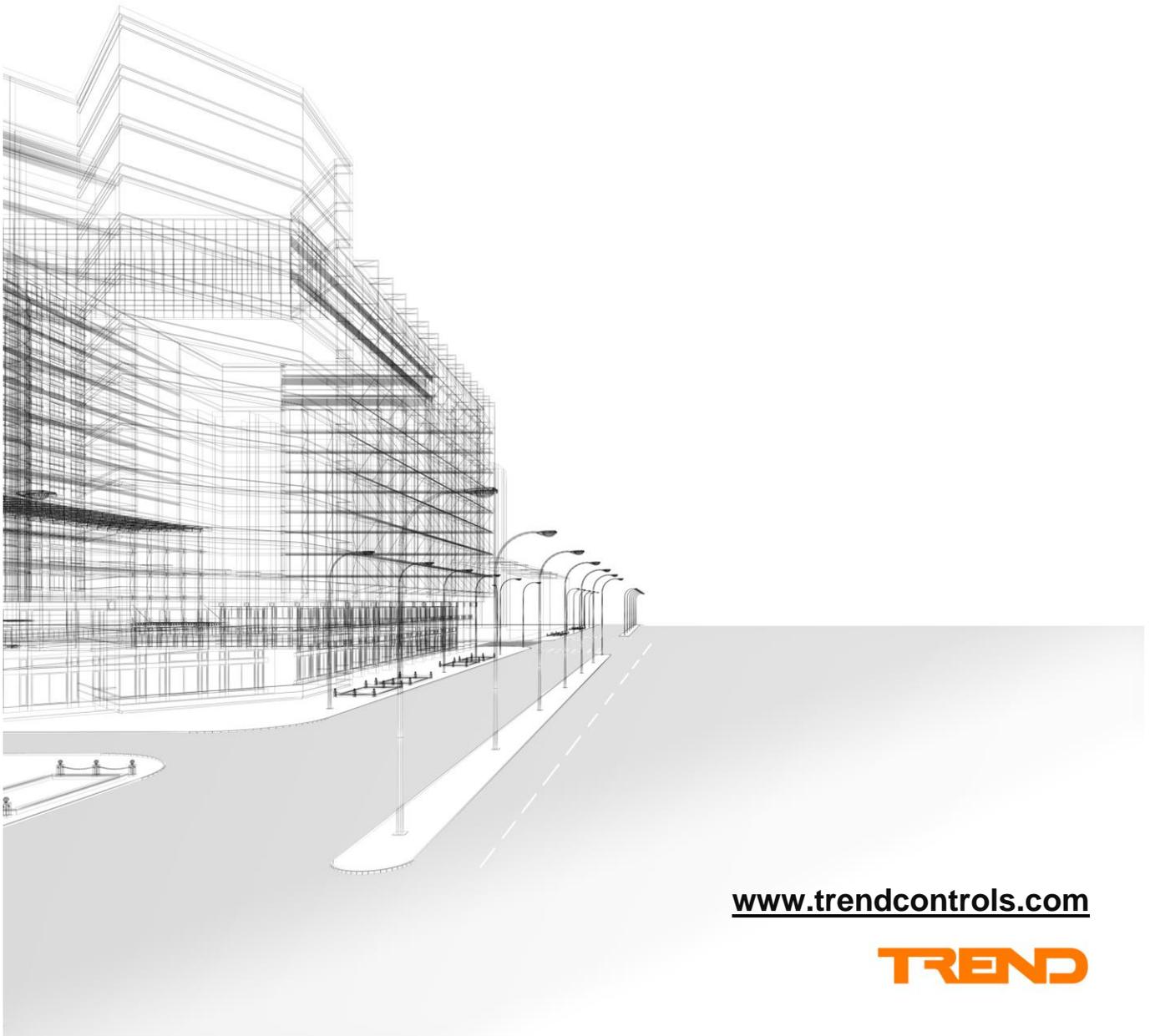


Trend End User Training Prospectus

April – June 2018



www.trendcontrols.com

TREND



Trend Training be introducing a 'new' online portal.

By bringing many elements together in this portal, Partners will have more control over their training.

Some benefits will include:

- 24/7 availability - no need to contact Horsham. Partners can book UK training courses at their convenience.
- Online access to individual training records and certificates - no need for engineers to keep personal copies.
- Online access to team training records and certificates - Managers have an 'overview' of engineers training.

To visit the new Training Academy webpage, please [click here](#) for more details and information.

Regards

The Trend Training Academy

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National and Regional Training Centres

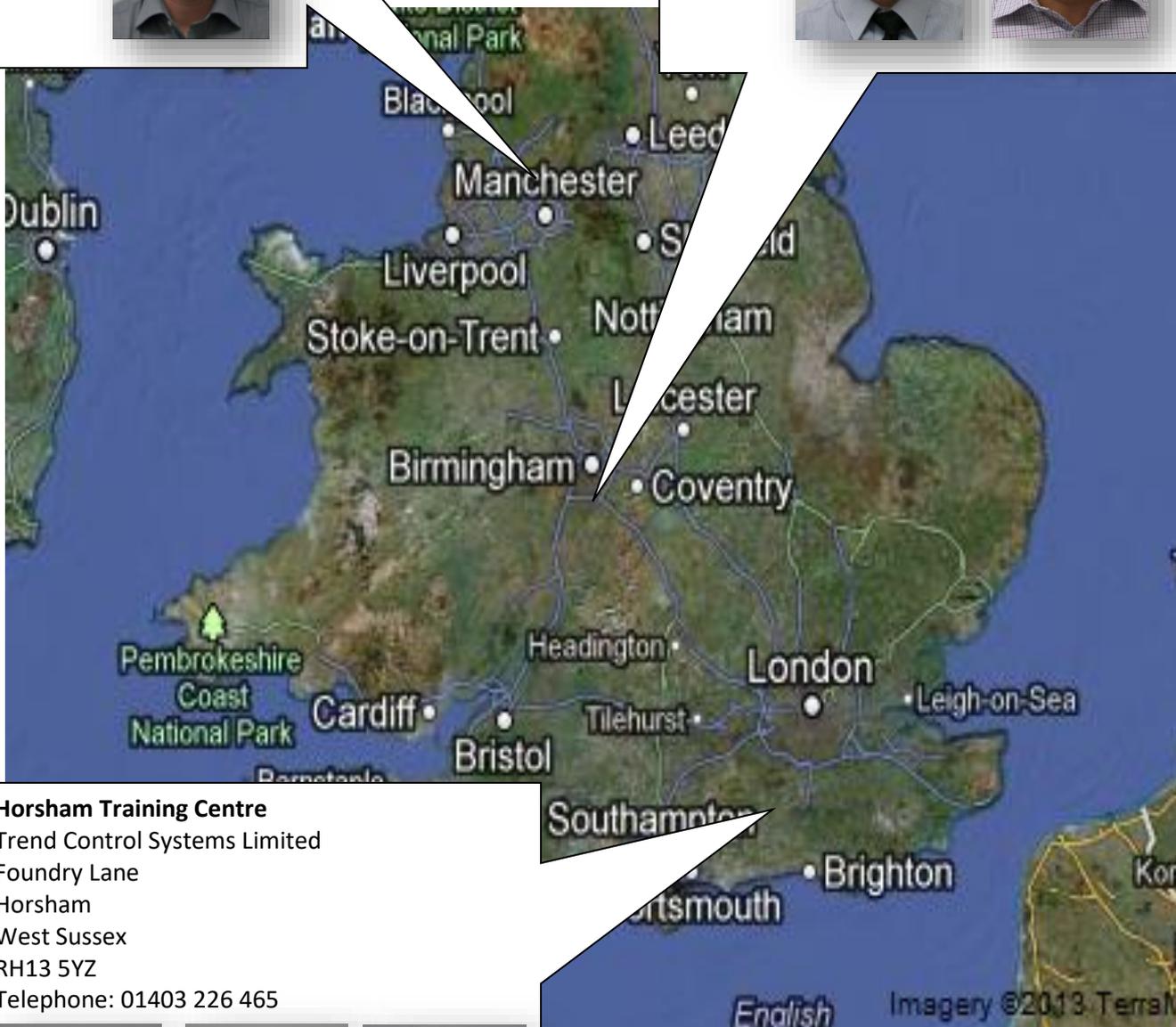
Bury Training Centre

Chatsworth House
Hollinsbrook Park
Bury
BL9 8RN



Redditch Training Centre

Burnt Meadow Road
Moons Moat North Industrial Est
Redditch
B98 9PA



Horsham Training Centre

Trend Control Systems Limited
Foundry Lane
Horsham
West Sussex
RH13 5YZ
Telephone: 01403 226 465



Trend Engineering Overview Course

Overview

This course covers elements from the **System Engineering** and **963 Operators** courses and integrating them into a course for those people who have responsibility for maintaining a Trend system. The course covers the hardware elements that make up a Trend system and the basic concepts behind the operation of IQ® controllers and the use of the Trend 963 Supervisor to monitor and control the Building Management System. It provides a general overview of the Trend system and covers the basic supervisor features.

Who will benefit

This course is required for any person who is responsible for maintaining a Trend system. It is also useful to those who need to know the range of Trend products or how an IQ® controller operates.

Course Duration:	4 days
Course Cost:	£1420 +VAT
Pre-requisites:	Nil
Eligibility:	End Users Only

963 Operators

Overview

The course covers the use of the Trend 963 Supervisor to monitor and control the Building Management System. It provides a general overview of the Trend system and covers the basic supervisor features.

Delegates will gain a basic knowledge of the system and experience at operating the supervisor. The 963 supervisor is secure to 21 FCR Part 11.

Who will benefit

Any user of a Trend system that is monitored and controlled by a 963 Supervisor. This could be an operator who needs to be able to monitor and change operating parameters such as occupation times or setpoints, or an operator who needs to examine or acknowledge alarms.

Course Duration:	2 days
Course Cost:	£710 +VAT
Pre-requisites:	Nil
Eligibility:	Primarily Licensed Installers, End Users see Trend Engineering Overview Course

System Engineering

Overview

This course covers the hardware elements that make up a Trend system and the basic concepts behind the operation of IQ® controllers. It leads to the ability to set up the hardware of IQ®4, IQ®3 and IQ®2 series controllers and install them on a Trend network. Trend System Engineering Tool (SET) is used to configure controllers, map the network and demonstrate controller values and parameters.

Who will benefit

This course is required for any person who is responsible for installing or maintaining a Trend system. It is also useful to those who need to know the range of Trend products or how an IQ® controller operates.

Course Duration:	2 days
Course Cost:	£710 +VAT
Pre-requisites:	Nil
Eligibility:	Primarily Licensed Installers, End Users see Trend Engineering Overview Course

Course Dates

Trend Engineering Overview Course - End Users Only

Course Dates	Location
26 – 29 June	Redditch

963 Operators

Course Dates	Location
11 – 12 April	Horsham
25 – 26 April	Redditch
15 – 16 May	Bury
21 – 22 May	Horsham
11 – 12 June	Horsham

System Engineering

Course Dates	Location
16 – 17 April	Redditch
23 – 24 April	Bury
30 Apr – 01 May	Horsham
14 – 15 May	Redditch
30 – 31 May	Redditch
12 – 13 June	Horsham

Trend Training Terms and Conditions

1. Normal terms and conditions of sale of Trend apply to the provision of all training services and transactions except where modified specifically by this or any other agreed document.
2. The cost of the course is shown on the course schedule, and is excluding VAT. Until a Training Confirmation Form has been issued by Trend acknowledging the customer's order these prices may be varied at any time.
3. Unless stated otherwise, all scheduled Trend training courses include refreshments and lunch. The attendee must inform Trend of any special dietary requirements at least one week before the course start date. Special may mean any health or allergy restrictions and any vegetarian/vegan, moral, religious or ethnic requirements.
4. The course attendee agrees to comply with the Health and Safety, Fire Regulations and smoking policies in force at the location where the training is to be held.
5. Acceptance of an attendee on any course is dependent upon the participant having completed any prerequisites defined by Trend.
6. Cancellations are subject to the following scale of charges:
 1. Five or more working day's notice - No charge.
 2. Less than five days but at least two working day's notice - 50% of the course fee.
 3. 'No-shows' defined as less than two working day's notice - 100% of the course fee.
 4. The charge for no-shows will also apply to delegates who have accepted a free-of-charge place.
7. Provisional bookings are not guaranteed places. Firm bookings will take precedence over provisional bookings on a first come, first served basis. Full bookings must be made in the name of the participant.
8. Substitution of an attendee is acceptable if agreed in writing in advance with Trend and the substitute meets any prerequisites of the course.
9. No contract or Agreement exists between Trend and the course attendees until Trend has given written confirmation of order acceptance with a Training Confirmation Form.
10. The date and venue of the training is fixed only upon issue of the Training Confirmation Form by Trend.
11. For on-site and special courses there is a minimum order value, regardless of number of attendees. Please check with the Training Manager for details.
12. There may be a minimum number of attendees required per course. Trend reserves the right to cancel courses, without compensation where there is insufficient demand. Alternative dates will be offered if possible.

Trend Training Terms and Conditions

13. Unless agreed otherwise in writing, payment in full is required at least one week in advance of course start date.
14. Force Majeure. Trend accepts no liability of any nature whatsoever (including, without limitation, transport or accommodation expenses) for courses cancelled or disrupted for reasons beyond our control. In these circumstances any payment made in advance will be refunded in full.
15. The course attendees are responsible for all travel and personal accommodation costs incurred.
16. The attendee must inform Trend of any special needs that may affect access or course attendance in anyway, at least one week before the course start date.
17. Trend is a professional training organisation and every care is made in the preparation of training material. However, Trend accepts no liability whatsoever for accidental omissions or inaccuracies.
18. These terms and conditions are governed by English law.

Author: Training Manager

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Horsham, West Sussex.