

Conditions of Training

1. The training offered by ACTIVboardNZ refers to the software supplied with the Promethean ActivBoard, namely ActivInspire for either MAC or Windows platforms.
2. Schools will be invoiced 3 weeks prior to the date of the training. ACTIVboardNZ will not refund any training that has been cancelled within 5 days of the scheduled training date.
3. The training workshop, when included as part of a package, must be taken within 6 months from the date of purchase. All other training must be booked and used within 12 months of purchase.
4. All ACTIVboardNZ training will be delivered by qualified trainers who have an education / teaching background.
5. Participants are expected to attend for the full duration of the training to ensure that they gain the maximum benefit from the training session.

CENTRE BASED TRAINING

1. Centre Based Training will be 6 hrs in length.
2. Participants are required to bring their PC with ActivInspire already installed.
3. Minimum course number is 6. ACTIVboardNZ may cancel a course 7 working days prior to the scheduled date if there are less than 6 participants. These participants will be notified via email.
4. These courses are structured by skill level. Participants will need to complete the Centre Based Training in the following order:
 - a. Introduction to Inspire – Level 1 Part A
 - b. Introduction to Inspire – Level 1 Part B
 - c. Spotlight Sessions (Level 1: Intermediate)
 - d. Level 2: Curriculum Developer
5. Lunch is not provided.

ON-SITE TRAINING

1. All travel and accommodation costs for the trainer are additional.