

Course Information Sheet



Course Code and Name: GL0057394 Cert-Info, Advice & Guidance L2

Venue: Online Learning

Start Date: Flexible, from 01 August 2023

End Date:

Day:

Time: 13:00 to 14:00

Weeks: 12

Tutor: Hayley Bonser

Course Provider: Adult Education in Gloucestershire

Course Summary

Employers are often interested in candidates who can demonstrate an understanding of the importance of interacting appropriately with customers, clients and colleagues. Studying this course will provide an in-depth understanding of the key areas associated with giving effective IAG. Knowledge and skills learnt will include signposting, referrals, record keeping, confidentiality and communication/listening techniques.

Eligibility

19 years or above

How will the course be taught?

Online/Distance

How will I know how well I am doing?

Track progression on platform, feedback from assessor

Do I need any prior knowledge or qualifications?

None

What do I need to bring?

You will need access to a Phone or Tablet

How do I join the course, or find out more?

Contact: Becci.Allen@gloucestershire.gov.uk

Cost

£724.00. It is free to eligible learners.

What course can I do next?

No information provided

Information and Advice for Progression

Contact: Becci.Allen@gloucestershire.gov.uk

Health and safety

N/A

Further information

Contact: Becci.Allen@gloucestershire.gov.uk