

Voyager® 



**Enhancing the
collaboration experience
through training**

www.voyager.net.uk

Remote Working Training Solutions

We offer a range of focused training courses to help organisations improve how their employees collaborate, which in turn provides great benefits to both the employee and wider business processes.

All training is tailored for the individual business and follows an initial consultation to discuss management and end-user requirements.

Our training course modules are adapted accordingly and carried out using the customers' applications and devices wherever possible.

Training sessions are recorded and accessible to attendees for future reference. Customers can also take advantage of regular quarterly training updates which cover upgrades and additional features – these can be provided for management, supervisors and end-users on a contract basis.

Meet the Trainers



Voyager encourage customers to meet the trainers to gain an understanding of their training approach and learn about recent projects they have completed.

Virtual Classroom Training is delivered by one of our Certified Online Learning Facilitators (COLF). Launched by the Learning and Performance Institute in 2010, the COLF certification is now the leading certification for virtual classroom facilitation and has been used by over 10,000 learning professionals globally to raise the standards and effectiveness of live online learning. Our trainers hold all the required manufacturer accreditations and have a deep knowledge and understanding of the all revisions of the applications.



Course Benefits

Benefits include:

- Efficient work and reduced errors
- Invested and empowered employees
- Greater sense of value
- Increased productivity
- Immediate ROI
- Added value to the organisation as a whole
- Flexibility to meet your needs

Result:

- Increased end-user adoption - people using the tools
- Increased engagement - people thriving in using the tools - *the ultimate goal*

Training and Consultancy is available for [Cisco WebEx](#), [Microsoft Teams](#) and [Enghouse](#).

Training Courses Overview

Deep Dive into Microsoft Teams Meetings



The purpose of this course is to provide you with an understanding of the features available when hosting or participating in a Microsoft Teams Meeting.

Pre-requisites: Familiarity with the Office 365 environment and experience of using Microsoft Outlook.

Session Format: This course is run as an instructor-led virtual training session and includes audience participation.

Duration: 2 hours
Class Size: Maximum of 6

Getting the most out of Webex Meetings



The purpose of this course is to provide you with an understanding of the features available when hosting or participating in a Cisco Webex Meeting.

Pre-requisites: None.

Session Format: This course is run as an instructor led virtual training session and includes audience participation.

Duration: 2 hours
Class Size: Maximum of 6

Working with Microsoft Teams



This course is designed to assist existing Microsoft Office 365 users in gaining an understanding of the functionality available in Teams.

Pre-requisites: Familiarity with the Office 365 environment and main features of Microsoft Office.

Session Format: This course is run as an instructor led virtual training session and includes audience participation.

Duration: 2 hours
Class Size: Maximum of 6



Book a Training Course

For further information and assistance on choosing the right course for your business,
please contact us today.

CALL: +(0) 870 170 9700

EMAIL: contactus@voyager.net.uk

www.voyager.net.uk