

Training is held at the Connectix Training Centre based at the Connectix HQ in Braintree, Essex. If required courses can be held externally at a customers site. Typically 6 or more delegates will be required to justify an external course. Please note that while external courses aim to provide the same value as those held in our training centre the practical exercises may not be as comprehensive or offer the same level of learning benefit.

### Course Centre Time Table

The training centre will be open from 8:45am with a selection of tea, coffee and snacks available.

Courses aim to finish by 5:00pm with the training centre being closed by 5:30pm.

The course timetable may be flexible during the day however we have to start promptly, please ensure you can arrive at the start time specified in the course itinerary.

Most course schedules start with an informal refreshment and introduction session with the formal sessions starting thereafter, typically at 9:00am.



### Address and Contact Information

Connectix Cabling Systems, 500 Avenue West, Skyline 120, Braintree, Essex CM77 7AA

**Telephone:** 01376 346600

**Fax:** 01376 346620

**Email:** training@connectix.co.uk

### Travel Information

Braintree is well supported by rail, air and road travel.

#### By rail:

The local station is Braintree which is on a branch line from Witham. A number of services run directly between London's Liverpool Street station and Braintree however a change at Witham may be necessary on some services. Bear in mind the train station is 45 minutes walk away from the training centre so a taxi is necessary.

#### By road:

The A120 links Braintree directly to Stansted airport and the M11 motorway with a typical journey time of 20 mins from the M11. The A120 can also be used to get to the A12 at Witham or Mark's Tey although this section can be subject to delays. The A131 can be used if travelling via Chelmsford.

#### By air:

Stansted airport is 15 minutes from Braintree using the A120. A rail service is available from Stansted into London's Liverpool Street station. A taxi would be the preferred method of transport from the airport as the train journey via London takes a minimum of 2 hours.

#### Parking:

We have plenty of parking available at our unit '640'. If arriving by car, this is where you will need to park.

### Local Accommodation

**Holiday Inn Express**  
Panners Roundabout,  
Notley Cross,  
Braintree, Essex  
CM77 7AB  
Tel: 0871 423 4876  
www.hiexpress.com  
Approx 1/2 mile from Connectix  
Catering available in hotel

**Premier Inn Braintree**  
Fowlers Farm,  
Cressing Road,  
Braintree, Essex  
CM77 8DH  
Tel: 0871 527 8140  
www.premierinn.com  
Approx 2 miles from Connectix  
Catering at local Fowlers Farm

**White Hart Hotel**  
Bocking End,  
Braintree, Essex  
CM7 9AB  
Tel: 01376 321401  
Email: 6530@greeneking.co.uk  
www.oldenglishinns.co.uk  
Approx 2 miles from Connectix  
Catering available in hotel

Assessed courses will conclude with a 30min exam consisting of around 30 questions of multiple choice and free answer format (typically free answers will be one or two word answers.) The pass mark is 80%.

All assessments are 'open book' where course materials and notes made during the course may be freely used for reference.

All assessed course attendees will be issued a certificate on passing the assessment. Certificates will be issued after the course and forwarded on by post to the recipient identified on the exam paper.

Each delegate will be issued a course manual consisting of the slides from the theory presentation. Space is available for delegates to add their own notes however in many cases supporting detail has already been added.

Specific product data sheets or specifications may also be used as supporting material. These will normally be supplied as loose leaf hand outs presented at the appropriate time. All course materials are presented for the delegate to take away.

### **Connectix Cabling System's Policies**

#### **Mobile Phones**

Please keep phones on silent during the formal theory sessions. If you do need to answer a call please feel free to move out of the presentation room to take the call. Please note that the presentation/demonstration will continue without interruption.

#### **Smoking**

Please note that in line with current UK legislation the training centre is a no smoking area. Smoking is only allowed in the designated smoking area, which is situated outside. Smoking breaks are available throughout the day.

#### **Cancellation**

Course fees will be fully refunded on cancellation provided Connectix is informed more than 7 days prior to the course date. Please ensure you receive an acknowledged confirmation of cancellation after notifying your desire to cancel.

Connectix reserves the right to re-schedule or cancel a course where necessary in the unlikely event that such action is required. In the case of Connectix cancelling a course a full refund of the course fees will be given. Upon failure to attend on the day of the course, payment will be charged in full.

#### **Refreshments & Lunch**

Tea, coffee, cold drinks and snacks are available throughout the day. Delegates may help themselves outside of break times as required. Lunch consists of a choice of sandwich made on the day and delivered by a local delicatessen. Fillings are decided upon arrival on the day.

#### **Parking:**

We have plenty of parking available at our unit '640'. If arriving by car, this is where you will need to park.