

**Please complete the boxes most applicable to you with brief information about the research you wish to share (one form per piece of research).**

KEYWORDS: SME Trainers

e.g. students, employers, skills (more than one may be appropriate)

TITLE: Developing SME Trainers and their Training Provision

PURPOSE: Progress2succeed have been networking with SMEs and it is evident that those SMEs who provide business training would welcome their provision recognised in some way. This project is working with these training providers to map their courses against the underpinning knowledge required for NVQ4 Management or relevant National Occupational Standards.

EXPECTED/ACTUAL COMPLETION DATE: This will be ongoing throughout the life of the LLN (Nov 09) but a report should be available by July 08 which will summarise progress so far and provide a users handbook for SMEs.

METHOD (please include information about the number and type of participants):  
Individual meetings on a 1:1 basis with trainers . 25 trainers will form the initial part of the project. Findings will then be disseminated to more trainers in Hampshire and the Isle of Wight. Trainers will be monitored by email and telephone to see if their understanding of where their work fits into NOS makes any difference to their obtaining repeat work from businesses.

OUTCOMES OF RESEARCH (if complete):

COMPLETED RESEARCH:

How will the findings be disseminated? By report – on the Hampshire and Isle of Wight LLN website

Is a final report available?    Yes    No

If yes, where can it be found?

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