

IT Facilities

NVIVO TRAINING

1. All participants must join the online class with a working copy of the NVivo software.
2. If participants do not have NVivo software, then a 14-day FREE license copy could be downloaded from the [QSR website](#) and installed.

SPSS STATISTICS TRAINING

1. All participants must join the online class with a working copy of the SPSS or alternative software.
2. If participants do not have SPSS software, then a 14-day FREE license copy could be downloaded from the [IBM SPSS website](#) and installed.

Class Size

The ideal class size is a maximum of 25 participants.

Breaks Times

Morning coffee/tea break is at **11am** for 10minutes. Lunch time is at **12:30 – 1:30pm** and afternoon coffee/tea at **3pm** for 10minutes.

Terms and Conditions

- We require a **Purchase Order Number** to confirm booking, alternatively we **accept credit Card payment**.
- Cancellation of a confirmed booking **3 working days to the course due date** requires rescheduling, otherwise 50% of the training fee is charged.
- Cancellation within **24 hours of course due date** is charged at the full amount.

If you have further queries, please contact training@elizabethtraining.co.uk.