

Disaster Recovery Principles And Practices

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written by bestselling author ann gravells this is the complete go to guide for anyone wanting to be or working as a teacher or trainer in the further education and skills sector in the uk and beyond it has all the information you need to work towards a qualification such as the award certificate or diploma in education and training it is also relevant to anyone taking a train the trainer course or an international teaching qualification the book takes you through all the information you need to know opening up the topic for learning in an easily accessible way interactive activities are included throughout along with real examples of teaching and training in practice the book also includes examples of completed teaching documents this is a comprehensive text covering the role of a teacher trainer factors contributing to learning planning and facilitating learning for groups and individuals using technology and resources to support learning assessing learning quality assurance evaluation reflection and continuing professional development cpd preparing for a micro teach session and teaching observed practice

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for courses in information technology and business this text supplies students with proven project management processes broadly tested techniques and solid approaches to the successful management of projects in varying sizes and degrees of complexity individual steps demonstrate how a project manager effectively and efficiently navigates through the what when and how of work necessary to take a project from idea to execution and shows the important role disciplined project management plays in transforming corporate strategy into reality

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