

## Micro Concepts Training Services

Formed in 1989, Micro Concepts are a premier supplier of Autodesk & CAD solutions in the UK. We provide a high level of training solutions through our team of qualified technical engineers, who have many years experience in CAD. Micro Concepts is an Autodesk Authorised Training Centre and continually maintain the high standards and on going accreditation testing set by Autodesk to earn this title. Our instructors are required by Autodesk to take regular assessments to maintain the high level of service and knowledge that is expected from an accredited Training Centre, and we are proud that our team constantly have one of the highest pass results within the Autodesk channel.



### Proven Track Record

Micro Concepts have an understanding of the importance of utilising your investment and have a proven track record of providing training that is educational, hands on and relevant. We provide a comprehensive range of scheduled training courses that are held at our training centre in Cambridge or, alternatively, can be arranged on-site, including tailored courses for specific individual or company requirements. All courses are conducted by our qualified design and engineering personnel, all having their own specialist field and many years experience in the relevant commercial industries, enabling us to provide constructive and relevant tuition.

After a decade in the marketplace we are pleased to have built up an impressive customer base covering industries such as:

Engineering (Mechanical & Electrical)

Pharmaceutical & Chemical  
Equipment

Automotive & Aerospace

Process, Packaging & Handling  
Point of Purchase, Retail  
Housing Associations

Building & Construction  
Health Authorities & Trusts

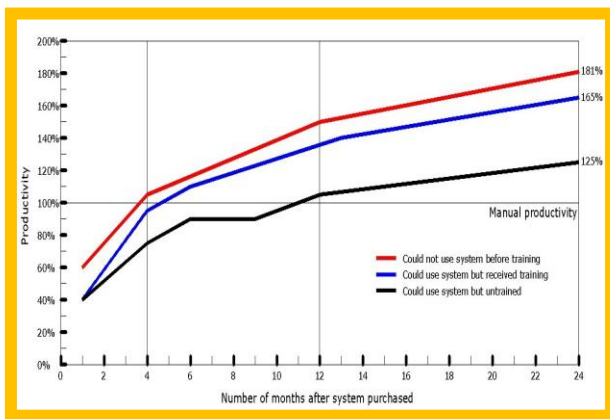
Councils & Local Authorities  
Aerospace & Defence

### Facilities & ATC Accreditation

Micro Concepts Training Centre is an Authorised Autodesk Training Centre (ATC) and is a modern, fully equipped facility with high specification CAD equipment using the latest CAD software and hardware. All our scheduled courses are run in a relaxed and friendly environment and numbers are kept small so that each delegate can receive the attention they may need throughout the course.



Many organisations provide training on Autodesk software, but only authorised resellers, or educational institutions recognised as Autodesk Authorised Training Centres (ATC) meet Autodesk's rigorous standards of excellence. All courses must be taught by approved ATC instructors who must meet strict standards for instructional quality and experience and all ATC centres are closely monitored by Autodesk to ensure that facilities, equipment, and instruction meet their standards.



## A Need for Training?

Investing in a new CAD product / upgrade, or even an existing system can become more productive for your business if you invest in training your staff.

There is no doubt that good training pays dividend. But managers too often see it as an unnecessary expense or even as just very expensive and subsidised 'time off' work. CAD training is also often provided at the wrong time in the trainees' work experience. It is often crammed in when there is a lull in

productive workflow, rather than provided at the outset of a person's introduction to the software. In addition, immediate training is vital to extract full benefit from product upgrades.

If training is not provided at the outset, users have to scabble around and work out their own ways of operating, wasting valuable time while doing so, and then possibly developing a method that is not as effective as could be. If training is provided later on, after they have developed 'some way' of working with the software, they are likely to be rather resistant to any different way. They prefer to keep doing things the way they have always done it, rather than changing to perhaps more efficient working habits. In such cases, the training time and cost can be wasted.

### Return on Investment (ROI)

On a basic CAD skills assessment, the national average is currently 72%. Worryingly, 40% of candidates score below this figure. So how can you improve your return on investment?

### Train for productivity!

A recent survey gave rise to some interesting facts and highlighted the role that training has in realising the return on investment. One significant point was that CAD users that had received training were 50% more productive than their untrained counterparts after 24 months. In productivity terms the investment is returned tenfold over this period. Just a 1% improvement in performance adds 2.4 days productivity per person per year. With targeted training, you can typically increase performance by more than 10%. This means that, for an example a team of 10, you could increase productivity by more than 200 days per year, equivalent to employing one additional person!

When a valuable 'must-have' upgrade with great new features comes along, the addition of training the users to take advantage of the new features or the learning of how to use an enhanced interface is essential. Gaining benefit in the product improvements through its new features, and then making sure that the users will know how to derive those improvements, all equates to providing training. In too many cases, these criteria are not followed through. A sudden and significant drop in company productivity can be avoided by implementing your CAD system with effective and professional training.

### Micro Concepts Training

With Micro Concepts training, your business will benefit from time saved and resources redeployed, new opportunities can be made possible for future projects/business ventures and give you the competitive advantage. All our ATC scheduled training courses combine lecture, demonstration, and hands-on instruction using course materials and courseware which have been authorised by Autodesk. We follow the strict guidelines given by Autodesk to make the courses as beneficial and relevant as possible. All courses are monitored via an on-line delegate feedback form, which is completed by the student and is linked directly to Autodesk's ATC administration centre.



## On Site & Bespoke Training

If our location is a problem, then we can provide on-site training at your company's premises or at a location which is more convenient. All courses can be catered for whether it be a standard ATC course or a tailored course specific to your requirements and Micro Concepts can arrange to provide equipment if necessary.

We also provide bespoke training, to suit your specific requirements. From an initial meeting to assess your requirements, to course content and completion, our instructor's knowledge and experience will help you achieve results and productivity to maximise your return on investment.

If you would like further information on our training courses or would like to know more about how Micro Concepts can help you "Train for Productivity" Please contact our training department who will be happy to help.

You can contact them on 01223 716200 or by email: [training@microconcepts.co.uk](mailto:training@microconcepts.co.uk)  
Or alternatively visit our website at [www.microconcepts.co.uk](http://www.microconcepts.co.uk) for more information.

"Micro Concepts has a skilled and friendly team who have supported e2v Technologies (UK) Limited to move forward with Inventor, AutoCAD, VIZ & MAX over the last few years. Both companies understand each others business requirements and have forged a strong partnership.

They are to be congratulated on their commitment to both the products and the services associated with the successful implementation, training and support"

**Ralph Coulson, CAD Manager, e2v Technologies (UK) Limite**

"The training provided by Micro Concepts was well planned. We had a requirement to satisfy a number of varying skill levels and the necessity to achieve standardisation within our drawing office. Micro Concepts tailored our training to meet these requirements, enabling all of our users and, ultimately the company to benefit from the training investment."

**Les Abbatt, Design Office Manager, Carter Design Group Ltd**

I would like to thank Peter and all concerned for their efforts in making the Inventor training so productive & enjoyable. Not only was a very complicated subject laid out in such a way as to make it very understandable, but it was explained very well with reference to applications that everybody could relate to. Further, the whole learning environment was very comfortable and relaxed. Congratulations on a job well done.

**Rob Clay, Design Engineer, Falcon Engineering**



## Micro Concepts Scheduled Courses

Listed below are scheduled courses Micro Concepts offer at our training centre. All courses are ATC certified.

Software	Course	Course Description	Course Length	
AutoCAD/LT	AutoCAD/LT Part 1 Essentials	Covers fundamental skills required by user to complete every day draughting tasks using the latest version of AutoCAD or LT	3 Days	
	AutoCAD Part 2 Intermediate	Extends the skills provided in Essentials training by introducing concepts & techniques to organise workflow and gain further productivity	3 Days	
	AutoCAD 3D Drawing and Modelling	This courseware introduces users who are proficient with AutoCAD's 2D commands to the concepts and methods of 3D modelling.	2 Days	
	AutoCAD Update 2007 to 2008	Maximise productivity with your Updated software by learning the Latest features in AutoCAD	1 Day	
	Transitioning to AutoCAD 2008	Contact us for details of transitioning from older versions of AutoCAD to the latest Version 2008.	2 Days	
	AutoCAD Mechanical	AutoCAD Mechanical Essentials	Leverage the full potential of the AutoCAD Mechanical environment with this structured course	2 Days
Autodesk Inventor	Inventor Part 1 Essentials	This structured course aims to teach the basic skill set of Inventor for parts and assembly modelling	4 Days – Split 2 + 2	
	Inventor Part 2 Intermediate	A structured course aimed to build on the basic skills set in Part 1 for parametric parts and assembly	2 Days	
	Inventor Update	Maximise productivity by keeping up to date with new enhancements available in the latest release	2 Days	
	Inventor Sheet Metal	This course aims to explore all aspects of the sheet metal functionality in Inventor	1 Day	
	Inventor Professional Tubing & Piping, Cable and Harness.	Explore all aspects of the Tubing & Piping / Cable and & harness modules available in Inventor Professional	2 Days	
	Skeletal Modelling	This advanced modelling techniques course explores the concept of Skeletal or Master Sketch Modelling as a method of creating robust, flexible assemblies.	1 Day	
	Inventor Rendering and Animation	Learn to create photo-realistic renderings and animations of existing 3D Inventor Models.	1 Day	
	Inventor Solutions Administration	Learn the skills to install, implement & administer Inventor for your drawing office	2 Days	
	Autodesk Vault	Vault User	Essential training to understand the benefits & methodology employed when using Autodesk Vault	1 Day
	Autodesk Productstream	Productstream User	Quickly and accurately share design data across a manufacturing team using Autodesk Productstream	1 Day
AutoCAD Electrical	AutoCAD Electrical Part 1 Essentials	Leverage the full potential of the AutoCAD Electrical environment with this structured course	2 Days	
	AutoCAD Electrical Part 2 Advanced	A structured course aimed to build on the basic skills set in Part 1 – Configure, customise and Manage.	2 DAYS	

