



Musgrave Legal & Mandatory modules are all available online. To save your valuable time, travel and resource, enrol your store colleagues to complete ALL Legal & Mandatory Accredited courses remotely.

VIRTUAL LIVE WEBINAR COURSES ON YOUR RETAIL TRAINING CALENDAR

Musgrave VIRTUAL WEBINAR courses which are facilitated LIVE by a Trainer via 'ZOOM' or 'TEAMS' software using a variety of suitable devices. These courses are delivered on a specific date and are booked via the Musgrave Learning Academy Booking process. Numbers are limited on Virtual Webinars, so please book in good time. Virtual Webinar courses are date specific in the calendar.

VIRTUAL LIVE WEBINAR Accredited Courses

LM Emergency First Aid at Work - Virtual course via Zoom (Accredited by Harberry Training)

LM Fire Warden Training - Virtual course via Zoom (Accredited by Fire Safety Solutions)

LM Manual Handling Train the Trainer (Accredited by AJW Solutions via Highfield)



VIRTUAL LIVE SUPERVISORY & LEADERSHIP SKILL COURSES

Supervisors and managers can develop key Management skills to support your store and be a step ahead of the competition. Every study shows that successfully managing your people makes a significant difference across the business. Courses delivered by our consultant Barbara Campbell are consistently positive with genuine changes to how people view their approach to personal development and managing a team. All Leadership & Supervisory courses will be delivered via Zoom, so a suitable device is required to access these courses. ALL Leadership & Supervisory courses start at 9.30am with a 90-minute break, and finish at 4pm.

MLW Communication & Interpersonal Skills
MLW Developing Confidence
MLW Hiring Right - Interview Skills
MLW Leading and Managing Well
MLW Resilience and Well Being
MLW Supervisory Skills



In 2022, Musgrave are providing Level 1 and Level 2 for those retailers who want the expertise in store to drive sales and provide customers with valuable insights and a great reason to return to learn more about their favourite tipple.

WSET Courses are delivered via Microsoft TEAMS so a suitable device is required. Level 1 is a 1 day course, Level 2 is over 3 days.

Fire Warden Virtual Webinar

This is the Accredited Fire Warden course provided for employees who have taken on the role of Fire Warden or Fire Marshal. The training meets the fire safety legislation (NI) 2010.

The course will start at **9.30am** prompt (please log in 5 mins before course starts) and will last approx. 3 hours, **9.30am to 12.30pm**. Please note an approved form of photographic identification including your name e.g. driving licence is required on the day of training.

This course is delivered via Zoom by an Accredited Trainer from Fire Safety Solutions. The Trainer will facilitate the training similar to face-to-face classroom delivery.

On Completion

We will send an Exam to your designated email address. Please look out for this email. You have 30 minutes to complete the exam, and it must be sent back to the email address sender within the hour. All delegates must comply with this time limit as a certificate will be issued from the Accredited supplier. Re-sits are available for anyone who does not achieve a pass mark of 80%.

First Aid Webinar

This is the Accredited Emergency First Aid at Work course and is suitable for staff at all levels. It is recommended that stores have staff formally training in First Aid for the safety of both customers and colleagues.

The course will start at **9.00am** prompt (please log in 5 mins before course starts) This course will be approx. 7 hours **9am to 4pm**. Please note an approved form of photographic identification including your name e.g. driving licence is required on the day of training.

This course is delivered via Zoom by an Accredited Trainer from Harberry and will facilitate the training similar to face-to-face classroom.



COLOUR CODE KEY FOR RETAIL CALENDAR

Food Safety	Manual Handling TTT	Leadership	First Aid	Fire Warden	Wine / Spirit	Supervisory
Virtual Webinar		Facilitated via device and software like 'Zoom' or Microsoft 'TEAMS' and are delivered 'Live' by a Trainer. Includes an assessment.				
Online		Available at any time by logging into MLA via 'My Training' tab to access booked modules. May include a Short Quiz/Summary				

JANUARY						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
WEEK 1	3 *New Years Day (Substitute Day)	4 FIRST AID VIRTUAL WEBINAR VIA ZOOM	5	6	7	8
WEEK 2	10	11	12	13	14	15
WEEK 3	17	18 FIRE WARDEN VIRTUAL WEBINAR VIA ZOOM	19	20 MANUAL HANDLING TTT VIRTUAL WEBINAR VIA ZOOM	21	22
WEEK 4	24	25	26	27 SUPERVISORY SKILLS VIRTUAL WEBINAR VIA ZOOM	28	29
W5	31					

APRIL						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
W13					1	2
WEEK 14	4	5	6	7	8	9
WEEK 15	11	12 FIRST AID VIRTUAL WEBINAR VIA ZOOM	13	14	15 *Good Friday	16
WEEK 16	18 *Easter Monday	19 *Easter Tuesday	20	21 FIRE WARDEN VIRTUAL WEBINAR VIA ZOOM	22	23
WEEK 17	25	26	27	28 COMMUNICATION SKILLS VIRTUAL WEBINAR VIA ZOOM	29	30

JULY						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
WEEK 26					1	2
WEEK 27	4	5	6	7	8	9
WEEK 28	11	12 *Holiday	13 *Holiday	14	15	16
WEEK 29	18	19	20	21	22	23
W30	25	26	27	28	29	30

OCTOBER						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
W39						1
WEEK 40	3	4	5	6 SUPERVISORY SKILLS VIRTUAL WEBINAR VIA ZOOM	7	8
WEEK 41	10	11 FIRE WARDEN VIRTUAL WEBINAR VIA ZOOM	12	13	14	15
WEEK 42	17	18 FIRST AID VIRTUAL WEBINAR VIA ZOOM	19	20	21	22
WEEK 43	24	25	26	27	28	29
W44	31					

FEBRUARY						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
WEEK 5		1 FIRE WARDEN VIRTUAL WEBINAR VIA ZOOM	2	3	4	5
WEEK 6	7	8	9	10 DEVELOPING CONFIDENCE VIRTUAL WEBINAR VIA ZOOM	11	12
WEEK 7	14	15 FIRST AID VIRTUAL WEBINAR VIA ZOOM	16	17 LEADING & MANAGING WELL VIRTUAL WEBINAR VIA ZOOM	18	19
WEEK 8	21	22	23	24	25	26
WEEK 9	28					

MAY						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
W17						1
WEEK 18	2 *Bank Holiday	3	4	5	6	7
WEEK 19	9	10 FIRE WARDEN VIRTUAL WEBINAR VIA ZOOM	11	12 MANUAL HANDLING TTT VIRTUAL WEBINAR VIA ZOOM	13	14
WEEK 20	16	17 FIRST AID VIRTUAL WEBINAR VIA ZOOM	18	19 RESILIENCE & WELLBEING VIRTUAL WEBINAR VIA ZOOM	20	21
WEEK 21	23	24	25	26 SUPERVISORY SKILLS VIRTUAL WEBINAR VIA ZOOM	27	28
WEEK 22	30 *Spring Bank Holiday	31				

AUGUST						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
WEEK 31	1	2 FIRST AID VIRTUAL WEBINAR VIA ZOOM	3	4 LEADING & MANAGING WELL VIRTUAL WEBINAR VIA ZOOM	5	6
WEEK 32	8	9	10	11 COMMUNICATION SKILLS VIRTUAL WEBINAR VIA ZOOM	12	13
WEEK 33	15	16 FIRE WARDEN VIRTUAL WEBINAR VIA ZOOM	17	18 MANUAL HANDLING TTT VIRTUAL WEBINAR VIA ZOOM	19	20
WEEK 34	22	23	24	25 SUPERVISORY SKILLS VIRTUAL WEBINAR VIA ZOOM	26	27
W35	29	30	31			

NOVEMBER						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
WEEK 44		1	2 DEVELOPING CONFIDENCE VIRTUAL WEBINAR VIA ZOOM	3 MANUAL HANDLING TTT VIRTUAL WEBINAR VIA ZOOM	4	5
WEEK 45	7	8 FIRE WARDEN VIRTUAL WEBINAR VIA ZOOM	9	10	11	12
WEEK 46	14	15	16	17 FIRST AID VIRTUAL WEBINAR VIA ZOOM	18	19
WEEK 47	21	22	23	24	25	26
WEEK 48	28	29	30			

MARCH						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
WEEK 9		1	2 FIRST AID VIRTUAL WEBINAR VIA ZOOM	3 RESILIENCE & WELLBEING VIRTUAL WEBINAR VIA ZOOM	4	5
WEEK 10	7	8	9 HIRING RIGHT - INTERVIEW SKILLS VIRTUAL WEBINAR VIA ZOOM	10	11	12
WEEK 11	14	15	16	17 St. Patrick's Day	18	19
WEEK 12	21	22	23	24 FIRE WARDEN VIRTUAL WEBINAR VIA ZOOM	25	26
W13	28	29	30	31		

JUNE						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
WEEK 22			1	2	3 Platinum Jubilee	4
WEEK 23	6	7	8	9 DEVELOPING CONFIDENCE VIRTUAL WEBINAR VIA ZOOM	10	11
WEEK 24	13	14 FIRE WARDEN VIRTUAL WEBINAR VIA ZOOM	15	16	17	18
WEEK 25	20	21	22	23	24	25
WEEK 26	27	28 FIRST AID VIRTUAL WEBINAR VIA ZOOM	29	30		

SEPTEMBER						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
W35				1	2	3
WEEK 36	5	6	7	8	9	10
WEEK 37	12	13	14 RESILIENCE & WELLBEING VIRTUAL WEBINAR VIA ZOOM	15	16	17
WEEK 38	19	20 FIRE WARDEN VIRTUAL WEBINAR VIA ZOOM	21	22 MANUAL HANDLING TTT VIRTUAL WEBINAR VIA ZOOM	23	24
WEEK 39	26	27 FIRST AID VIRTUAL WEBINAR VIA ZOOM	28	29 LEADING & MANAGING WELL VIRTUAL WEBINAR VIA ZOOM	30	

DECEMBER						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
WEEK 48				1	2	3
WEEK 49	5	6	7	8	9	10
WEEK 50	12	13	14	15	16	17
WEEK 51	19	20	21	22	23	24 *Christmas Eve
WEEK 52	26 *Boxing Day	27 *Christmas (Substitute Day)	28	29	30	31