

RUNNING BRAHMS TRAINING COURSES

The BRAHMS project offers training courses either at your institution or in Oxford.

Courses can be tailored to suit your requirements and may range from a series of ½ day sessions to a full week. A minimum of 3.5 days is required to cover the contents of the training guide and we recommend a further day to assimilate data and resolve queries.

The following guidelines are provided for those planning to run a formal or semi-formal BRAHMS training course. This includes courses that are planned to run to 2 or more days with 3 or more trainees.

The purpose of these guidelines is to ensure that course quality is maintained and that the BRAHMS project has information on courses that are being offered. Both issues are important to us. Details of training courses may be added to the [News & Events](#) section of the main BRAHMS website.

1. If you intend to run a BRAHMS training course, first, notify the BRAHMS project about the course using the training course *proforma* available on the website [<http://dps.plants.ox.ac.uk/bol/BRAHMS/Software/Training/>]. Complete this short form and return to brahms@advisory.com.
2. Instructors are expected to have a level of BRAHMS knowledge appropriate for running courses. As a minimum prerequisite, they should be competent¹ with all sections of the latest BRAHMS training course guide as available on the website.
3. Course participants should be provided with (or bring themselves) a copy of the BRAHMS training course guide, ideally printed.
4. If you want to personalize the guide by adding a project title page and/or a preface, please contact brahms@advisory.com.
5. We recommend that, as far as is possible, courses are broadly based on the training guide. Clearly, not all courses will want or be able to cover all the guide sections and some courses may be highly focused on one or more subject areas.
6. Course instructors should study the installation section prior to giving a course. We strongly recommend a 'training course folder' is created ready for distribution to trainees. If the Conifer database is not available, substitute this with the *Leucaena* sample database (available on website) or your own relevant training database.
7. Course instructors should apply to brahms@advisory.com for a training course activation key. This key can be distributed to all trainees to activate their systems. Trainees who intend to continue with BRAHMS post-course should download their own activation key.

¹ Note that as a project, we are prepared to provide accreditation to trainers who have demonstrated competency with BRAHMS.