



Funded by
UK Government



Lancaster &
Morecambe
College

Upcoming Training Courses

Funded through the UK Shared Prosperity Fund

Food Allergen Awareness

4 February 2025, 9.30am - 4.30pm

Mental Health Awareness

4 February 2025, 12.30pm - 4.30pm

Excel Beginners - Multiply *

5 February 2025 • 9.30am – 4pm

Encouraging Gen Z to Thrive in the Workplace

6 February 2025, 10am - 3pm

Introduction to Bookkeeping Part 1

7 February 2025 • 9.30am - 12.30pm

Business Start-up Support Session

11 February 2025 • 10am - 4pm

Communication Skills

13 February 2025, 10am - 3pm

Excel Intermediate - Multiply *

13 February 2025 • 9.30am – 4pm

Introduction to Bookkeeping Part 2

14 February 2025 • 9.30am - 12.30pm

Excel Beginners - Multiply *

19 February 2025 • 9.30am – 4pm

Food Safety in Catering Level 2 Award

20 February 2025 • 9:30am - 4pm

Emotional Intelligence in the Workplace

20 February 2025 • 10am - 3pm



Funded by
UK Government



Lancaster &
Morecambe
College

CMI Unit 513 Managing Projects to Achieve Results

20 February 2025 • 9.30am - 12.30pm (over 3 sessions)

Introduction to Bookkeeping Part 3

21 February 2025 • 9.30am - 12.30pm

Excel Intermediate - Multiply *

25 February 2025 • 9.30am – 4pm

Employee Relations: Handling Grievances and Disciplinarys

27 February 2025, 10am - 3pm

Facebook for Business

5 March 2025, 10am - 4pm

Changing the Way Cancer is Navigated in the Workplace

5 March 2025, 9am - 1pm

Recruitment Skills

6 March 2025, 10am - 3pm

CMI Unit 513 Managing Projects to Achieve Results

6 March 2025 • 9.30am - 12.30pm (over 3 sessions)

Time Management

7 March 2025, 10am - 4pm

Food Allergen Awareness

11 March 2025, 9:30am - 4.30pm

How to Content Plan for Social Media

11 March 2025, 10am - 4pm

Improving Employee Engagement in the Workplace

12 March 2025, 10am - 3pm

Excel Advanced - Multiply *

13 March 2025 • 9.30am – 4pm



Funded by
UK Government



Lancaster &
Morecambe
College

Encouraging Gen Z to Thrive in the Workplace

17 March 2025, 10am - 3pm

LinkedIn for Business

18 March 2025 • 10am - 4pm

Changing the Way Cancer is Navigated in the Workplace

18 March 2025, 9am - 1pm

Food Safety in Catering Level 2 Award

19 March 2025 • 9:30am - 4pm

Time Management

20 March 2025, 10am - 4pm

How to Create and Run Adverts on Facebook

25 March 2025 • 10am - 4pm

Food Safety in Catering Level 2 Award

25 March 2025 • 9:30am - 4pm

Food Safety in Catering Level 2 Award

27 March 2025 • 9:30am - 4pm

** Funded through the Multiply Project*

For further information

ukspf@lmc.ac.uk • 01524 521223 • lmc.ac.uk