**Online Training Course Proposal Form**

The Royal Society of Biology’s training programme offers courses to suit all interests and competencies, from enthusiastic students to high level professionals. With the addition of *online training* to our portfolio, we are looking to develop online training courses that may be relevant to our [members](https://www.rsb.org.uk/membership) and anyone else with an interest in biology.

If you are interested in developing an online training course for the Society’s online training portal – myLearning – please complete the form below and email to training@rsb.org.uk. We aim to respond to all course proposals within two weeks.

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| **Course Tutor’s Name:** |
| **Course Tutor’s Experience:***Give a brief overview of your experience in the proposed area of training. You could include a link to your ‘Linked in’ profile if you have one.* *Indicate any previous experience you have in delivering training and/or producing training content and materials.*  |
| **Course Title***Choose a short title to reflect the topic of the training course.* |
| **Have you run this course (or similar) before?**[ ]  No[ ]  Yes – Face to face [ ]  Yes – Online | **If yes, please provide further details (e.g. summary of course evaluation):** |
| **Intended course audience:** *Who is the course aimed at?**Who else might benefit from taking the course?* |
| **Rationale for the course:***Why do you want to set up and run this training through the RSB?* |
| **Suggested ideas for marketing the course:** |
| **Will you require resources/assistance from us in developing the *content* for this course?** [ ]  No [ ] Yes | **If yes, please provide further details:***For example, think about technical requirements, such as producing / editing video content.* |
| **Estimated time frame to produce course content:***How many days do you estimate it will take you to produce the content for the course? Hint: 1 day equates to approximately 7.5 hours.* |
| **Course Overview*** *What is the overall aim of the training course?*
* *What will the course involve / what can participants expect from the course?*
* *How will participants benefit from completing the course?*
* *Is it a one-off course or does it link into a broader training programme or project?*
* *Is the course endorsed by an external body or recognised training provider?*
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**Please email your completed form to** **training@rsb.org.uk**