



Professional Training for the Legal Profession

**Management, Sales & Marketing, Customer Care,
Finance & Planning and Personal Development**

All PTP's courses are approved for CPD
(Continuous Professional Development) by the Law Society.
Used by over 40% of FTSE 100 companies



Practical Training for Professionals

www.ptp.co.uk



Why do Law Firms choose PTP for their Training?



PTP is one of the UK's leading training companies offering quality and inspirational training throughout the UK. It has worked with a significant number of clients within the legal profession and lists companies such as Eversheds LLP, Weightmans, Sydney Mitchell, Clyde & Co LLP and The General Council of the Bar among its client portfolio.

Law firms choose PTP for training because of their pedigree. PTP provide high quality training, delivered via small groups, allowing practical and enjoyable sessions which aim to be 100% relevant and beneficial to every delegate's professional

life. All groups, whether public or in-house, are limited to a maximum of ten attendees to ensure the full involvement and interaction of all delegates.

Our training for legal professionals is designed to motivate and stimulate them as well as provide vital additional skills and competences which they can implement immediately and which have a positive impact on how they work. All PTP's courses have been approved for CPD (Continuous Professional Development) by the Law Society.

Delegates within the legal profession will also benefit from PTP using only the most talented of training consultants. They undergo the most rigorous of selection procedures to be part of our elite team – which even includes training PTP's own MD! Our consultants are chosen from hundreds of applicants every year for their passion and enjoyment of the subjects they are delivering as well as their excellent business skills and impressive track records.

A winning combination of stimulating training programmes and the best trainers in the country means we have an impressive client list including Airbus UK, Coca Cola, Nokia, The Ombudsman Service, Panasonic and Deloitte. In fact over 40% of FTSE 100 companies use PTP for their training needs.

Our Experience within the Legal profession

Since its inception in 1991, PTP has worked closely with professional people working in the legal profession to help enhance their skills across all business areas.

Clients include:

- Bird & Bird
- DLA Piper
- Sydney Mitchell
- Browne Jacobson
- Eversheds LLP
- The General Council of the Bar
- Burges Salmon LLP
- King and Spalding
- Thomas Higgins
- Clyde & Co LLP
- Semple Fraser
- Weightmans

A Practical Example: PTP and Clyde & Co

Clyde & Co is a leading international law firm, which works worldwide across 120 countries. It has over 1200 staff based in 18 offices worldwide and specialises in the insurance and reinsurance industry, aviation, aerospace, energy, trade and commodities and shipping, transport and logistics.

For Clyde & Co PTP provided a 'Time Management' programme which helped its staff make the most of their time by prioritising. This was achieved by recognising and avoiding time-wasting situations. The programme included the following elements:

- Awareness of how much of the working day is wasted
- Expertise in dealing with interruptions
- An understanding of how tasks can be better organised, delegated or eradicated
- Proficiency in setting goals and attaining them

Positive delegate feedback:

“The most enjoyable, unstuffy course I have ever attended.”

“Trainer Great.” “Very good day.”

“The course was really helpful and each of us were able to get involved.”

“The course leader was friendly and funny. He grabbed our attention and made it fun and easy to learn.”

Your Training Options

PTP offer some of the best value for money training on the market today providing the flexibility to ensure its programmes suit the needs, budgets and time restrictions of their clients.

To this end it offers four training options:

- In-house training package for up to 10 delegates
- Small group public courses held at major towns and cities across the UK
- U-Choose – with a minimum of two delegates you can choose a venue, date and training programme specifically to suit you
- 1-2-1 Training and 1-2-1 Director Training – individual training at your work premises

Companies and individuals can choose from over 150 programmes in the core subjects of Management, Sales and Marketing, Finance and Planning, Customer Care and Personal Development. All our programmes can be tailored to meet the specific needs of our clients and training involves using delegates' own real work situations rather than using hypothetical situations. This gives more meaning and relevance to the training.

All training packages include:

- A top UK training consultant
- Fully comprehensive training course manuals for every delegate
- Framed certificate of attendance for every delegate
- A delegate evaluation form
- An action plan allowing for follow up actions and targets to be monitored

In-house programmes additionally offer:

- An option to choose the trainer who you believe will best suit your needs
- A pre-training conference call with the training consultant to ensure the programme content matches your requirements
- Use of your company logo on all material
- All mainland UK travel and accommodation for the training consultant included in the cost so no hidden extras

“We have used PTP on a number of occasions and each time we have been delighted by the results as evidenced back in the office. Our trainer managed to change some long held habits for the better!”

Jill Kennedy

Clyde & Co LLP, Learning & Development Manager

How to Book

Call our sales team on **0845 660 3860** to discuss how we can help you meet your training needs for legal professionals or visit **www.ptp.co.uk**

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