



# Corps business seminars

## 1. Managing print

Dates: 9th March, 21st April and 9th June

If you find that your print jobs aren't coming back as you expect then this seminar is for you. We aim to provide you with the solutions to the problems encountered when sending digital artwork to reprographics and print.

The day will begin with the overall print picture and how to plan your project to achieve the correct outcome. We will talk about: planning; tracking; common mistakes and how to correct them; software available to make your life easier; file formatting and colour: resolution; reprographics; fonts and the colour printing processes.

A working printer will explain the print process, print jargon (Trapping, LPI, DPI etc.) and the problems most printers have when receiving files from you, this is your chance to hear what you should and should not do.

To complete the day we will discuss how print is changing with the transfer over to digital printing and what the future holds.

## 2. Understanding Web design

Dates: 10th Feb, 24th March and 5th May

The Web is everywhere but do you know enough to be able to commission a web site, or would you know where to start with choosing the right software and designing a site? If not, then you need this seminar.

It is aimed at anyone involved in the web process, or looking to be. You can get a better understanding of web design and how to make the web work most effectively for you and your business.

After a brief introduction, the mysteries and jargon surrounding the internet will be revealed. Explaining in English, we will give you an all round introduction of the front-end (interface); back-end (database); the latest software available and what it does; servers; compression and file formats.

To get a taste of what is involved in designing a web page we will be showing a real, live commercial web site and what was involved, including the problems, in the project from start to finish.

## 3. Choosing and Using Video Capture and Editing Software

Dates: 24th Feb, 7th April, 19th May

As more software is developed to enable the use of video in every-day presentations, the demand for capturing and editing your own video at desktop level is increasing.

This seminar is a must for people who want to use video to provide maximum impact for their presentations, CD ROMS or web sites. We aim to give you guidance on where and how to start and explain the jargon involved.

This is a complete day taking you through the whole video production process, highlighting some of the common problems and mistakes people make particularly when choosing and using video capturing and editing software.

The morning is a discussion on video media used (DVD, VHS, Betacam etc.), compression methods, basic capturing and editing techniques, with some relevant practical examples.

The afternoon will take you through some of the more advanced software available in particular the specialist capturing and editing programs. Completing the day will be a discussion of compression techniques and some of the output methods available.

All of the seminars will be hosted by Corps Business with guest speakers from Adobe, Macromedia, Media 100, BIT and Radius. These seminars are small, very interactive and questions are encouraged.



To book your seminar please print this form, complete it and fax back

1. For those wishing to pay by credit card, please fill in the credit card details below and you will be automatically booked onto the seminar of your choice. An invoice will be sent to the top name on the delegate list and each delegate will be sent an attendance confirmation with a location map of our offices. Finally, fax this form back to Corps Business on 0171 222 8345.
2. For those wishing to pay by cheque, please make cheques payable to Corps Business and send this completed form with your cheque to: Corps Business, No. 2 Old Queen Street, St. James Park, London SW1H 9HP. An invoice will be sent to the top name on the delegate list and each delegate will be sent an attendance confirmation together with a location map of our offices.
3. The cost of each seminar for the day is £135.00 (incl. VAT) per person. Unfortunately, we are unable to reserve places prior to payment. Once booked and confirmation letters have been sent, no refunds can be claimed. Delegates places are wholly transferable. All seminars will be held at our Corps Business offices in St. James's Park.
4. The seminars start at 10.00am and finish at 3pm with an hour for lunch, registration is at 9.45am with drinks and refreshments.
5. If you have any queries, please contact the training department on 0171 222 8484.

Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

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Please indicate the seminar(s) you wish to attend together with names of the delegates attending:

Delegate's Name	Seminar	Date	Rate
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Total Cost (incl. VAT): £ \_\_\_\_\_

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