



# Barod

Spreading ideas, changing attitudes

training

## Everyday Info Training

**Workshop over two Tuesday afternoons  
18th and 25th November 2014**

### What you will learn

You will learn the skills to start to use 'Easy Read' or 'Everyday' to produce new written information and to translate existing documents.

This includes

- the technical skills to produce the documents
- the skills and tools to check your work with the people it is intended for

### Who should come to the training?

Anyone who works with people who find written information hard to understand.

This course is intended for teams of two people, one who handles complicated information and one from the target audience. If you are new to everyday info we can help you to develop your team and find partners you can work with.





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## How we will teach the course

The training will be two afternoon sessions. We reinforce the learning with assignment work between the two sessions.

Participants will work as a group by sharing skills and experiences but tailor their individual learning to the audience they are writing for.

The second workshop includes an opportunity to share your assignment with the group for group feedback and comment.

## Cost

Team of two people (one who handles complicated information and one from the target audience) is £220. This course is also available in-house for £900 plus travel.

## More information and booking

You can find out more about Barod and our training courses at

**[www.barod.org](http://www.barod.org)**

and by emailing us at  
**[info@barod.org](mailto:info@barod.org)**

**Twitter** @Barod\_CIC

