



Picture: Ditton Manor



**Training Centre Details**  
**Ditton Manor Training Centre**

Ditton Park Road  
Datchet, Slough,  
Berkshire SL3 9LL  
Contact Tel: ??????

Thank you for booking your training course with Nimsoft. We value every customer and aim to make your Nimsoft training experience a pleasant one. This course will be held at Ditton Manor, a CA Training Facility.

Upon arrival to Ditton Manor, please report to the main desk where you will be asked to sign in and be given a security badge (please make sure you display this at all times whilst on you are on your training course). On the first day of your course an Education Representative will be present to take you through to the coffee lounge and advise you of the location of your training room.

### **General Information**

#### **1. Daily Training Schedule**

<b>Time</b>	<b>Action</b>
0830-0930hrs	Course Registration and Refreshments
0930hrs	Course Starts
Mid-morning	Refreshment Break
1200-1330hrs	Lunch (decided by Instructor)
Mid afternoon	Refreshment Break
1700hrs approximately	Day Concludes

#### **2. Security**

Although every effort is made to maintain high levels of security, we regret that we cannot accept responsibility for money or valuables.

#### **3. Breakfast**

Although it is not provided in the cost of your training course, breakfast is served in our main canteen from 0800hrs every morning and is charged at a subsidised rate. It is only a short walk from the training center, for more details please ask at the main reception desk.

#### **4. Lunch/Dietary Requirements**

Lunch can be purchased at our subsidised restaurant at Ditton Park. Please inform us in advance if you have any special dietary requirements.

#### **5. Telephone**

The training center is a mobile-free zone however, we understand that if business calls are required these are to be taken outside of the classroom. Please make sure that mobiles are on silent when in the classroom.

#### **6. Smoking**

Ditton Manor is a Non-Smoking site, however there is a dedicated area for smoking, please ask at the training center reception desk to for details.

## **7. Internet Connection**

In the coffee lounge there is a hub for cable internet connections, if you require a network cable please ask at the reception desk. Guest wireless connection is also available. A temporary log-in and password will be required and these can be obtained from the main desk.

## **8. Course Pre-requisite Knowledge**

Although we try to ensure that each delegate meets the prerequisite knowledge for each course, we kindly ask you to familiarise yourself with the required knowledge. If you need to check a course description please visit <http://www.nimsoft.com/support/training> . Nimsoft does not accept any liability for delegates that attend a course without the required knowledge.

## **Travel Information**

### **1. Directions by Car**

Leave the M4 at Junction 5 and follow the signs for Langley. Go straight over the set of traffic lights (Marriott Hotel on the left). Ditton Park Road will be on your left after the Harvester. Once on Ditton Park Road, Ditton Manor is half way down on your right.

### **2. Directions by Bus**

The Brunel Bus Station is situated adjacent to the British Rail station.

### **3. Directions by Train**

Trains leave Paddington for Slough approximately every 20 minutes. The Training Centre is a short taxi ride from the station.

## Accommodation

Please contact the hotels direct to book your accommodation – make sure you state that you are attending training with CA and they should give you specific rate.

<b>Marriott Hotel</b> Ditton Road, Langley Road, Slough Tel: 01753 544244	<b>Copthorne Hotel</b> Cippenham Lane Chalvey, Slough Tel: 01753 516222	<b>Upton Park Guest House</b> 41 Upton Park Slough Tel: 01753 528797
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## Training Center Location Map

