

Imparando City of London Learning Centre

The capital's best-in-class training and conference suites

FACILITIES AND SPECIFICATIONS GUIDE



..... **Welcome to London's premier training and conference facility**

At the Imparando City of London Learning Centre we've created a leading-edge environment where everything is purpose-designed and built to support and enhance skills and knowledge transfer.



More than just a training venue

Such is our flexibility and experience, there really is no limit to the type of event we can host for you. What's more, there's no one that rivals us when it comes to helping ensure that your event is a success.

> Think of a corporate event

Then think naturally of Imparando. We host *Technical training, soft-skills training, conferences, launches, seminars, meetings* and more. Our facility offers the ideal environment and our rooms or conference area can be configured to meet your exact needs.

> Make your life simpler

Our many satisfied clients speak not only of our exceptional facilities but also of our extraordinary attention to detail. *Set-up, image management and configuration* are areas where we can help, making it easy for you to just arrive and get straight into your training or presentation.

Courseware management is another area where we can save you time and trouble. We can fulfil your courseware requirements from print to collation, through to delivery. We also offer a number of storage areas for temporary use by clients.

> Make the most of our global connections

If your event is part of a bigger initiative, our network of partnerships gives clients access to the highest quality training venues globally.

Features common to all rooms



✔ Flexible room configuration

Choose from theatre, classroom, u-shape, boardroom, cabaret etc to create the ideal technical or non-technical training/meeting/presentation room layout for your needs.

✔ Hi-spec infrastructure and PCs

All rooms, and our entire facility, benefit from hi-spec energy efficient PCs, servers, networks, internet and audio visual technology with comprehensive IT fail-safe systems and security.

✔ Super-fast internet and Wi-Fi

All rooms benefit from 100Mbps super-fast internet access provided over a secure dedicated fibre line, with a 10Mbps fail-safe standby service, as well as outstandingly fast Wi-Fi access in all rooms and in all public areas.

✔ AV and presentation equipment

In addition, a ceiling-mounted projector, a projector screen and a wall-mounted whiteboard (Teflon-coated WallTalker) are all provided in each room. Rooms 101 and 102, and Rooms 301 and 302, our conference suites, also have wireless microphones and loudspeaker systems.

✔ Naturally light and bright

There's an abundance of natural daylight in all rooms, supplemented by lighting systems that provide LG7 natural daylight standards.

✔ The best air quality

To aid alertness and learning, each room has its own independently operated, climate-control air conditioning system designed for 100% room occupancy (as opposed to the standard 75%). This means there will always be ample fresh air circulating in each room to avert drowsiness.

✔ Top acoustics and soundproofing

All rooms have excellent acoustics and are soundproofed, from floor core to the top of the ceiling void, for complete sound isolation.

✔ On-site technical support

Full-time, on-site technical support is always on hand to help ensure that your training, or other event, runs as smoothly as possible.

✔ Pre-event Software Loading (Imaging)

In addition, our Technical Team ensure that all of your software is pre-loaded and configured on all instructor and delegate PCs in advance of your training event so your instructor simply can turn up on the first morning of the event and start teaching.





Training Room Details

The Imparando City of London Learning Centre is a hugely flexible, highly specified space offering:

- ✓ Rooms that can be allocated on an individual Ad-Hoc basis or for Long-Term exclusive use, the latter offering from just one room to an entire, self-contained, training suite of up to 7 dedicated Training Rooms, and a dedicated Breakout Area, with unlimited client branding options. *See our section on Training Facility Outsourcing.*
- ✓ 20 state-of-the-art **Training and Event Rooms**, across 3 floors, ranging from 27 to 74 square metres.
- ✓ 2 x impressive 130-square metre **Conference Suites**, accommodating up to 80 delegates, theatre style.
- ✓ **3 x Breakout Areas**. Touchdown internet access on the 3rd floor.
- ✓ **Wi-Fi** for Instructor and delegate personal use throughout the Facility.
- ✓ A 95 square metre southwest-aspect **Rooftop Terrace** on one of the main training floors.
- ✓ The flexibility to run **Technical Training Events** with **up to 54 people in a single room**, classroom style, with a total Facility capacity of 350 people.



Room capacity and facilities at a glance

	Max. capacity (no. of students/delegates excluding trainer/presenter)		<i>All rooms come with the highest standard specification, which can be customised to meet your exact training or event requirements.</i>		
Room and name	Technical or seminar style	Theatre style	Floor area	Ceiling-mounted projectors	Wireless microphones and speakers
3rd Floor					
Room 301* <i>Breccia</i>	20	30	573 sq ft / 53.20 sq m	1	✓
Room 302* <i>Bon</i>	29	45	805 sq ft / 74.75 sq m	1	✓
Room 301 and 302 combined	52	80	1378 sq ft / 127.95 sq m	2	✓
Room 303 <i>Bramante</i>	20	35	587 sq ft / 54.50 sq m	1	–
Room 304 <i>Brunellesch</i>	16	35	522 sq ft / 48.50 sq m	1	–
Room 306 <i>Da Vinci</i>	26	40	754 sq ft / 72.00 sq m	2	–
2nd Floor					
Room 202 <i>Bellini</i>	20	40	596 sq. ft. / 55.67 sq. m	1	–
Room 203 <i>Raphael</i>	6	9	291 sq. ft. / 27.19 sq. m	1	–
Room 204 <i>Botticelli</i>	16	30	652 sq. ft. / 60.73 sq. m	1	–
Room 205 <i>Donatello</i>	8	12	333 sq. ft. / 31.15 sq. m	1	–
Room 206 <i>Fontana</i>	10	15	326 sq ft / 30.25 sq m	1	–
Room 207 <i>Michelozzo</i>	12	18	326 sq ft / 30.30 sq m	1	–
Room 208 <i>Palladio</i>	22	36	538 sq ft / 50.00 sq m	1	–
Room 209 <i>Sangallo</i>	20	32	531 sq ft / 49.30 sq m	1	–
Room 210 <i>Simoni</i>	12	18	405 sq ft / 37.60 sq m	1	–
1st Floor					
Room 101 <i>Masaccio</i>	20	30	646 sq. ft. / 60.00 sq. m	1	✓
Room 102 <i>Titian</i>	25	46	770 sq. ft. / 71.50 sq. m	1	✓
Room 103 <i>Mantegna</i>	18	30	474 sq. ft. / 44.00 sq. m	1	–
Room 106 <i>Angelico</i>	14	20	444 sq. ft. / 41.25 sq. m	1	–
Room 107 <i>Verrocchio</i>	12	18	355 sq ft / 33.00 sq m	1	–
Room 108 <i>Perugino</i>	22	40	646 sq ft / 60.00 sq m	1	–
Room 109 <i>Giorgione</i>	12	18	404 sq ft / 37.50 sq m	1	–

*A partitioned wall enables rooms 301 & 302 and 101 & 102 to open up into a single training room or conference suite.

A better experience all-round



It's not just our rooms that offer great facilities, technology and a stimulating environment. The Imparando City of London Learning Centre sets new and higher standards in every area.

> A warm welcome with on-site support

All instructors and delegates are greeted in our reception by front-of-house Imparando staff, who register attendees and provide assistance with all aspects of the facility. Our helpful on-site staff includes full-time technical support as well as customer service personnel. Note also that every part of our facility is fully DDA (Disability Discrimination Act) compliant.

> Break out, recharge, touch base

Our first, second and third floor breakout areas, which collectively accommodate 130 people seated, are available for refreshment breaks and lunch. The areas includes tables and seating, internet terminals for delegates' use, plus Wi-Fi internet access for delegates with their own laptops, tablets and smart phones.

> Step outside and enjoy the view

From the third-floor breakout area delegates can step straight onto our southwest-aspect rooftop terrace (all 95 square metres of it) for a view over the City of London.

> Nourishing foods for all tastes

We can provide fresh, healthy, tasty food prepared to the highest standard by our specialist catering partners. A tempting choice of both hot and cold meal and snack options is available, so please ask to see our full menu.



> A wide choice of free refreshments

The free vending point in our breakout areas enable delegates to choose from chilled water, freshly ground Espresso, Cappuccino, Latte, Macchiato and filter coffees and traditional and fruit teas.



Market-leading technical capability



For all your technical training requirements, Imparando offers the highest specification proven technology. We take great care with our choice of equipment, ensuring that it's efficient, reliable and benefits from reduced power consumption (so it's better for the environment too).

At the Imparando City of London Training Facility you will benefit from a £500K+ investment in network infrastructure, which has resilient and fail-safe systems built in as standard. This, coupled with our 100Mbps secure internet service, ensures your training event is delivered in the most advanced and secure environment in the Capital. Altogether, it makes for a better training experience.

> Flexibility to meet your needs

Training rooms are equipped with high specification HP PCs and workstations that are regularly upgraded. For instance, our current high spec lab comprises of 20 x 16Gb Ram, i5 Processor, PC's with 240Gb SSD's, which more than adequately cope within a multiple Virtual Machine environment. Where required, the available hardware can be customised and upgraded to meet the needs of specific courses (for example, upgraded RAM, multiple network cards, additional video adapters, additional hard-drives).

> Image management

To make your life, and the lives of trainers and training managers simpler, we can take care of all your image management and deployment needs.

First we work with you to understand what you need for your event or on-going training programme. Then we deploy an image that includes your required software applications, and we test these are pre-installed correctly.

Training deployed in minutes

Using this method saves valuable time and money. Images can be deployed to a classroom at the Imparando City of London Learning Centre, in advance of the event, without the trainer being present.

Secure image storage and updates

We can create an image of any Server or Client platform, install the required software and configure it. Distribution of the image can be via FTP, DVD or external hard drives, depending on the image size. We securely store and update revisions of images for our clients, enabling you to speed up training delivery and ensure your class has the latest version of required images.

Serviced Training Space



At the Imparando City of London Learning Centre we also offer organisations cost-effective outsourcing of their physical training facility, as well as other aspects of their training service supply chain.

Why in-house training facilities come at a high cost

- > Utilisation of dedicated company in-house training rooms can be as low as 30-40%.
- > Maintaining high-spec equipment levels in these areas is a constant drain on budget.
- > Training rooms can make big demands on your IT support staff.
- > There are constant demands to gain a better yield from floor space.

Our training facility outsource service can resolve all such issues, reducing your overall costs – and lease footprint – while improving the ROI you achieve with training budgets.

Now you can have easy access to Imparando's state-of-the-art training environment through a range of flexible short or long-term SERVICED TRAINING SPACE options.

As always, the solution can be tailored to your exact needs. Simply choose from facility use only, or add course/event set-up, Front of House, Registration, Administration, Technical Support and/or Imaging Services.

Technical infrastructure summary

- > Hi-spec, secure IT infrastructure and networks
- > Super-fast internet access and wi-fi throughout via up to 100mb secured dedicated fibre line
- > High-performance PCs and workstations in all training rooms
- > Customisation/upgrades available to meet client-specific requirements
- > Image build, storage and deployment capability
- > Full-time, on-site technical support

The logo for Imparando, featuring the word 'Imparando' in a large, white, serif font against a dark background. Below the text is a stylized white graphic that resembles a pen nib or a brush stroke.

Imparando:
Italian for learning.
Committed to creating
a renaissance in
corporate learning
and achievement.

Imparando

A better climate for corporate education

What clients say about the Imparando City of London Learning Centre

“ Imparando has the technical capability and expertise to handle all our course requirements. It’s their support and adaptability that makes them my number one choice for training rooms.”

Oren Green, Director of Technical Services EMEA, Tufin

“ All my interactions with Imparando have been dealt with in the most helpful manner and their attention to detail is first class; the facility and the support offered is of the highest order and sets new standards. I cannot recommend the Imparando facility enough as a training venue.”

Jen Caldwell, Professional Services Administrator, WebTrends

“ We have been working with Imparando for nearly 12 months and have been impressed with the faultless courteousness and technical efficiency when running our training courses. The speed our enquiries are dealt with is excellent, and their attention to detail when accommodating us is second to none.”

Sarah Manley, Operations Manager, Combined Knowledge

“ Imparando has been the perfect venue from which to run our public training courses. Our technical requirements have been well met and our customers have been happy with the experience on the day itself. All the team have been very patient with our changing needs and have always looked after me well.”

Victoria Walke, Operations Manager, e2train Limited

“ I always look forward to using the facilities at Imparando, as the team are always professional, helpful and charming, paying close attention to detail and providing a first-class service. I am delighted to be an Imparando customer, and hope to continue to benefit from the marvellous staff service and remarkable facilities.”

Samantha Rose-Bucknor, Teaching Administrator, Centre for Neuroscience & Trauma, Blizzard Institute, Barts and The London School of Medicine and Dentistry

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