

Day 1

Time	Action	Who
8.45am	Arrival, registration, ice breaker and welcome	
9.00am	Course outline and experience of candidates in electrical installation of spas (on final connections)	
9.30am	Types of electrical installations and types of earthing – a brief introduction	
9.45am	Minor Works / Installation Certification	
10.00am	Introduction to the recommended requirements for the connection of a hot tub, including BISHTA checklist	
11.00am	Break	
11.15am	Electrical theory, principles and Legislation	
12.00pm	Safe isolation theory	
12.30pm	Lunch	
1.00pm	Safe isolation of circuits and installations, including practical demonstration and practice	
3.00pm	Break	
3.15pm	Safe isolation of circuits and installations assessments (theory and practical)	
4.00pm	Circuit and conductor inspection and termination types - observation of demonstration boards	
4.15pm	Feedback on Day 1 Preparation for homework (case studies and multi choice questions)	
4.30pm	Close Homework!	

Day 2

Time	Action	Who
8.30am	Homework - Case studies feedback Answers to the multi choice questions Recap of Day 1	
9.00am	Protective measures	
10.30am	Break	
10.45am	Practical aspects of cabling, earthing and bonding 2	
12.00pm	Termination of cables and accessories, including glands (EW, BW) - demonstration	
12.30pm	Lunch	
1.00pm	Commissioning: Inspection, testing and recording requirements	
2.00pm	Certification and verification requirements (Minor Works Certificate)	
3.00pm	Break	
3.10pm	BISHTA question paper to check on knowledge obtained on the course	
3.50pm	Q & A session	
4.00pm	Feedback and a brief introduction to other qualifications and opportunities	
4.15pm	Close	

Day 3

Time	Action	Who
8.30am	Reminder of TT earthing, and any applicable changes to the Wiring Regulations.	
9.00am	Safe Isolation procedure Summary of the inspections required (as per the electrical checklist) e.g. method of earthing, IP ratings, etc.	
9.30am	Practical work using the testers and to check for their accuracy	
9.50am	Earth Fault Loop Impedance Test using 13 amp plug and probe test leads (theory, reasons for test practical and acceptable readings)	
10.45am	Break	
11.00am	RCD Test using 13 amp plug and probe test leads (theory, reasons for test, practical and acceptable readings)	
11.45am	Review of a completed Minor Works Certificate	
12.15pm	Lunch	
12.45pm	Practice testing (all relevant tests)	
1.15pm	Formal practical assessment and marking of the Minor Works Certificate	
3.45pm	Review and Q + A	
4.00pm	Close	

Notes: