

# Researchers Survival Guide

## Dates & Venues

ITF short courses are run at venues around the U.K. For dates and locations visit the website or email [bookings@indietrainingfund.com](mailto:bookings@indietrainingfund.com)  
All venues have disabled access

## Times

Register from: 9.45am  
Session: **10am**-5pm

## Max. attendees 10

Maximum of two delegates per company.

## Eligibility

ITF courses in London are open to ITF members, Pact members and freelance industry professionals with two years proven work experience. ITF courses supported by additional funding from national and regional agencies are open to industry professionals from the relevant region. Please note our courses are not suitable for students or new entrants.

## Cost

Fees are listed on the website  
[www.indietrainingfund.com](http://www.indietrainingfund.com)

## More info

\*Find out more about the Indie Training Fund and how to become a member:  
[www.indietrainingfund.com](http://www.indietrainingfund.com)

A one-day workshop designed specifically for junior production staff such as runners, junior researchers, production secretaries, etc.

## Content:

- how to be an effective researcher
- the principles of research
- sources of information – how to access the right information quickly, a guide to the best
- sources of primary and secondary research, tips on internet research
- scrutinising research – ‘making sure people are who they say they are’
- interviewing techniques – examples and tips
- finding and assessing contributors for programmes
- presenting research effectively - taking and developing a brief

## Attendees:

Designed for junior production staff with some experience of working as a researcher or in a production or development environment.

## The tutor:

Pam Relton is a CIPD, qualified trainer and consultant and her clients include BBC Training and Development, ITV, Skillset and leading independent television companies. She worked for the BBC for 15 years as a television researcher and broadcast journalist across a wide range of output including current affairs, documentaries, and consumer programmes. Her career in television has ensured that she has wide practical experience of programme production and she draws on this expertise in her training events through the use of stories, analogies and real example

## What the delegates say:

‘Very enjoyable...well worth every penny!’ Alexa Templar, Southampton TV  
‘Very useful...I now have a lot more confidence in production research’ Nick Lockey, Hotbed Media  
‘I was genuinely impressed by how much I learnt’ Louise Emerson, Rooftop Productions

## Booking:

To find dates, check availability & to book visit [www.indietrainingfund.com](http://www.indietrainingfund.com) or contact: [bookings@indietrainingfund.com](mailto:bookings@indietrainingfund.com).

Developing a skilled workforce for the UK independent TV production sector

