



OPEN LEARNING

Introduction

The OPITO Open Learning portfolio, accredited by City & Guilds, provides self-learning, flexible courses to both individuals and organisations across the globe.

By choosing when and where learners study, the traditional boundaries of learning such as time away from work, travel and accommodation are removed.

Industry technical experts continually revise the learning units to ensure they reflect the changing skills landscape. In addition to extending knowledge, successful completion of the modules delivers a City & Guilds accredited Stage 3 certificate, recognised throughout the industry.

Open Learning courses deliver a low cost, highly effective training solution for individuals and provides employers with the assurance of developing a skilled workforce.

“BP uses the OPITO Petroleum Processing Technology Series to provide a more in-depth understanding of operational techniques of petroleum processing, the construction of a live plant and the equipment used in the processing of hydrocarbons at site.”

Greg Nicolson, BP



Course Materials

Who are the courses for?

For all Open Learning series:

- New starts and experienced staff looking to gain an industry recognised qualification, or who wish to refresh their knowledge.
- Managers and supervisors looking to gain a solid knowledge base.
- New technical or engineering graduates.
- Administrative staff that require an introduction to the technical background and technical language.
- Mechanical, Instrumentation and Process Technicians who need to build on their background knowledge.

Oil and Gas Electrical Engineering Systems series will be of value to:

- Electrical technicians in other industries who wish to gain or enhance their knowledge and understanding of oil and gas electrical engineering systems.

The Subsea Technology series will be of value to:

- Subsea technicians in the early stages of their career or technicians from other industries looking to transfer to the subsea industry.

The Oil & Gas Well Technology series will be of value to:

- Drilling rig crew members at the beginning of their career.
- Process operations staff requiring familiarisation with “downhole technology”.
- Experienced drilling personnel or operations staff who wish to gain a recognised qualification, or who wish to refresh their understanding of drilling technology.

Workbooks contain:

Syllabus breakdown

Training targets for learners to achieve by the end of each unit

‘Test yourself’ questions

‘Check yourself’ answers

Workbook activities

Chapter summaries





Petroleum Processing Technology Series

The course will help anyone with an interest in the oil industry achieve a broad understanding of the operational techniques of petroleum processing and the function and construction of the plant and equipment used in the processing of petroleum reservoir fluids.

Duration: **300 study hours recommended**

Stage 3 Certificate in Petroleum Processing Technology

- Oil and Gas Separation **£155**
- Gas Dehydration **£135**
- Petroleum Gas Compression **£210**
- Natural Gas Liquids Recovery **£135**
- Oil Pumping and Metering **£135**
- Water Injection **£135**
- Produced Water Treatment **£135**
- Gas Flow **£135**
- Process Flow and Piping and Instrument Diagrams **£135**
- Oil Treatment (Dehydration) **£135**

Full course series: **£1465.00**

“OPITO gave me excellent support and were very helpful with any questions I had. They also gave me the opportunity to speak to someone in the industry who helped me gather some information on a particular module.”

Colin Thain



Oil and Gas Well Technology Series

This series will help learners achieve a broad understanding of operational techniques of oil well drilling, drilling calculations and gas completion and wireline well-servicing. It includes the function and benefit construction of a representative selection of tools and equipment used in the drilling of oil and gas wells; the completion and wireline well-servicing of oil and gas wells; while providing guidance and practice on the calculations required during drilling operations.

- Oil Well Drilling Technology **£190**
- Drilling Calculations **£190**
- Oil Well Production Technology **£190**

Full course series: **£570**

Duration: **180 study hours recommended**

Stage 3 Certificate in Oil and Gas Well Technology

Oil and Gas Electrical Engineering Systems Series

The course looks at the underpinning knowledge relevant to the electrical engineering maintenance sector; as well as the theory, operation and practical application of the electrical equipment and systems used in extraction.

- Electrical Safety **£190**
- Electric Motors **£190**
- Electrical Hazardous Area Equipment **£190**
- Generation, Distribution and Control of Electrical Supplies **£190**
- Electrical Protection Systems **£190**

Full course series: **£950**

Duration: **220 study hours recommended**

Stage 3 Certificate in Oil and Gas Electrical Engineering Systems

“The course content was extremely thorough and well-presented. It was useful to receive electronic copies of the course as well as workbook copies that I will be able to use as a reference throughout my career.”

Colin Thain



Subsea Technology Series

The aim of this Subsea Technology series is to help anyone with an interest in the oil industry, achieve a broad understanding of:

- The operational techniques of subsea systems and technologies
- The function and construction of a representative selection

- Subsea Equipment and Tools **£140**
- Material Technologies, Subsea Systems and Flow Assurance **£140**
- ROV Systems **£140**
- Subsea Controls **£140**

Full course series: **£950**

Duration: **200 study hours recommended**

Stage 3 Certificate in Subsea Technology

“The entire course was very well presented and explained. OPITO were very helpful in offering assistance, from sitting exams to any specific questions I had about each module.”

Jim Smith

Who Our Courses Benefit



Companies

- Enhance technical knowledge, improve skills and performance in the work place.
- Improve competency and knowledge of personnel.
- Tailor learners learning around work patterns, providing maximum benefit and cost efficiencies.
- Overcome the barriers of cost, time, location and culture associated with traditional classroom based courses.
- Use relevant modules individually to help augment their own training and competency schemes.
- Provide an industry recognised certificate.

Individuals

- To open new employment opportunities.
- Develop knowledge and skills.
- An inexpensive way to study.
- Flexible with no time constraints.
- Opportunity to sit exams when and where they choose.
- Wanting to add industry-focused expertise.



Our clients include a long list of well known companies worldwide including Aker Solutions, BP, Chevron, Shell and Petrofac.

Exams

Learners are set up on an online assessment platform to complete their 2-hour closed book examination which connects to proctoring software that will record and monitor the learner during their examination. The software has replaced in person invigilation to allow more flexible exam options.

The proctoring software records all movement and audio, along with any web search made during the examination. The learner's video, audio and desktop are verified before launching the examination. Printing, downloads and right click functionality are disabled for the duration of the examination. Learners are also limited to the use of one screen.

There is no registration or examination fee. However, in order to be registered to sit the exam, the candidate must have purchased each module from OPITO.

If you do not achieve the required pass mark (60%) in your module exam you will be able to re-sit your exam at no extra cost.

Should you require to re-sit the same module exam more than once there will be an examination fee of £30.00

Pass Marks

85-
100%
Distinction

75-
84%
Credit

64-
74%
Pass



Helicopter Publications

We currently offer 2 Helicopter Handbooks

**Helicopter Landing Officer's Handbook
(13th Edition - 2022) > Price - £60**

This handbook provides a guide to Helicopter Landing Officer's (HLO) and others with responsibility for helicopter operations in the offshore environment.

It contains the basic information needed to prepare the HLO for learning their job on their particular installation to the requirements of the Offshore Installation Manager.

Based on the regulations, it has been revised with the Health and Safety Executive, Offshore Safety Division (HSE OSD), Civil Aviation Authority, Safety Regulations Group (CAA) and UK Offshore Operators Association (UKOOA).

There is now an industry standard for the Helicopter Landing Officer's Emergency role offshore in which this handbook plays an important role.



**Helicopter Refuelling Handbook
(8th Edition - 2022) > Price - £60**

The handbook provides a guide to the handling and dispensing of aviation fuel. Covering all helicopters currently in use in the UK offshore industry, it includes responsibilities defined by Regulations, refuelling equipment, fuel quality and stock control, refuelling procedures, safe operations and documentation.

Helicopter refuelling points drawings are also included in the handbook.



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Working together to develop a safe and skilled energy workforce.

