Presentation/ Training Worksheet

This will be a Presentation, Keynote or Workshop.

I will be developing an Instructor centered, Content centered or Learner centered approach.

Audience:

Topic:

Title:

Description:

Learning objective(s):

1)

2)

3)

Are the learning objectives Specific, Measurable, Achievable, Relevant and Time-bound?

Content:

 Content to match learning objective one:

 Content to match learning objective two:

 Content to match learning objective three:

Activities:

1)

2)

Visuals/ Media:

Workbooks/ Worksheets:

 Pretest (5-25)

 Introduction:

 WIIFM:

 Opening:

 Anchor:

 Working:

 Add: (Simple to Complex)

 Apply:

 Closing:

 Away:

 Visual:

 Posttest:

 Evaluation:

 Reaction

 Learning

 Behavior

 Results

 References:

 Citations

Who

What

When

Where

How

Why are you doing this?