Workshop Planner

Topic of presentation		
Purpose. What are you hoping to achieve through this workshop?		
Action outcomes. Participants will be able to__(action)_____ by the end of the session. This action should be something that you will be able to test for or see. 1. 2. 3.		
Opening introduction. How will you interest them in the topic from the start?		
Participant engagement. How will you get them talking within the first 10 minutes?		
Look at your Action Outcomes. This section is to plan the lessons that lead to these outcomes.		
Lesson 1	Activity	Test for understanding
Lesson 2	Activity	Test for understanding
Lesson 3 (optional)	Activity	Test for understanding
Closure		

Developed by Washington Nonprofits
learning@washingtonnonprofits.org