

Participant Guide Template

Module Title

Contents

Introduction.....	3
Purpose of this document	3
Learning Journey Overview.....	3
About the session	4
Learning objectives	4
Importance of participation	4
Timetable/Agenda	4
Course Content	5
Overview.....	5
Activities.....	5
Key takeaways.....	5
Learning resources.....	6
Recommended reading.....	6

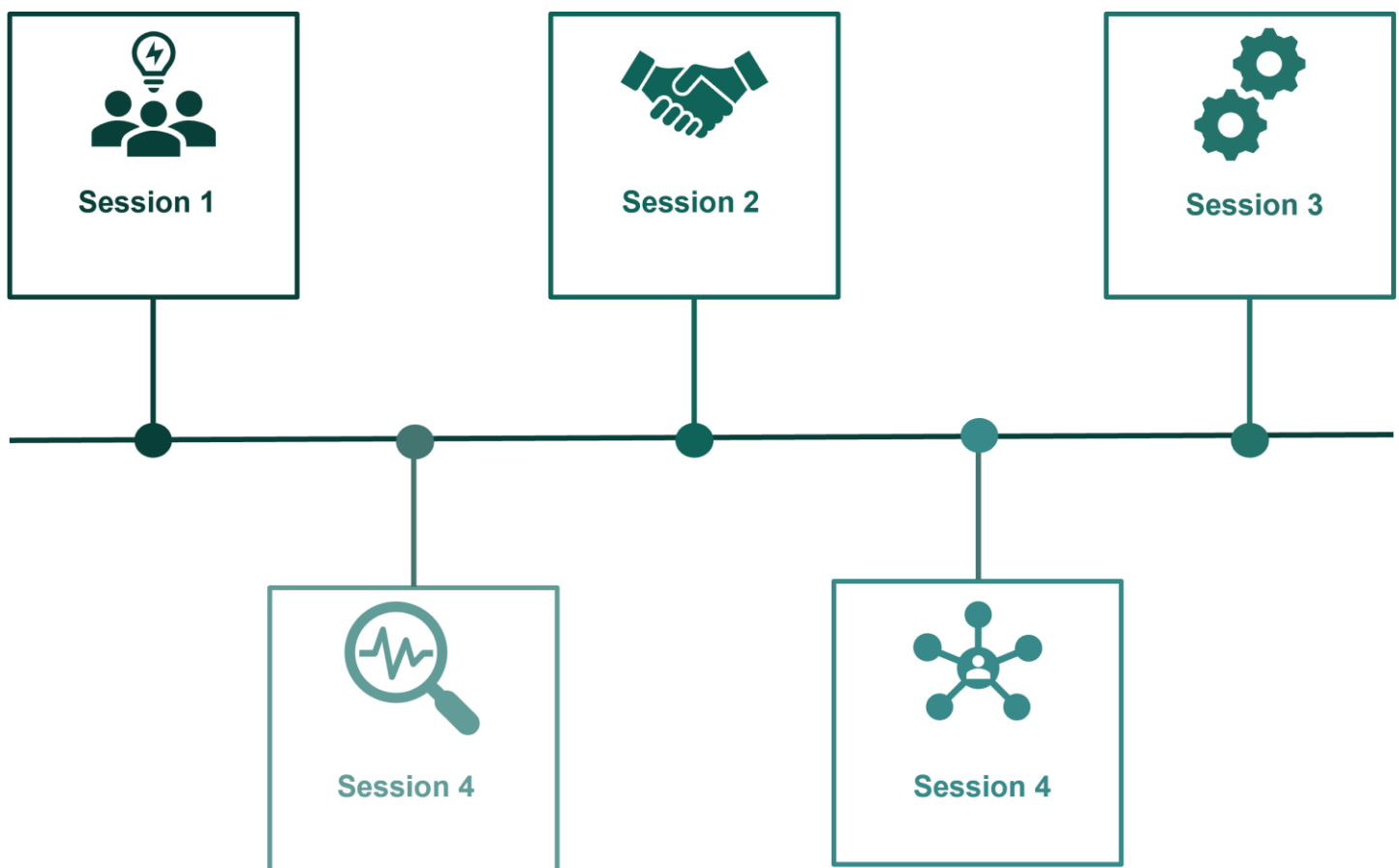
Introduction

Purpose of this document

This participant guide is designed to support your learning journey and enhance your understanding of the training material. Our aim is for you to have a productive and enriching learning experience, gaining valuable insights and practical skills that you can apply in your professional role.

Your active engagement in this training session is crucial to its success. By participating in discussions, activities, and collaborative exercises, you will deepen your grasp of the concepts presented, all within a supportive environment that encourages growth and continuous improvement.

Learning Journey Overview



About the session

- Session length:
- Target Audience:
- Prerequisites for participants:

Learning objectives

- Objective 1
- Objective 2
- Objective 3

Importance of participation

- **Engage actively**
 - Your active involvement in discussions and activities will deepen your understanding of the material and provide new insights that can be applied to your field.
- **Ask questions**
 - Don't hesitate to pose questions, no matter how advanced or detailed. Your questions can also stimulate deeper discussions among your peers.
- **Collaborate with peers**
 - Leverage your expertise to contribute to group work and discussions. Learn from the diverse experiences and viewpoints of your colleagues to gain new perspectives

Timetable/Agenda

Start time	Sections	Main Points
8:00 AM – 8:12 AM EST	Introduction	<ul style="list-style-type: none"> • Welcome • Meet your host • Polling question • Program objectives • Agenda
8:12 AM – 8:47 AM EST	Group activity	<ul style="list-style-type: none"> • Group discussion • Debrief • Q&A
8:47 AM – 8:52 AM EST	Break	
.		
.		
.		
10:55 AM – 11:00 AM EST	Closing	<ul style="list-style-type: none"> • Summary • Feedback survey • Next steps

Course Content

Overview

[Brief overview of the module]

Activities

1. Activity 1: Group activity

Description of the activity: [insert short description]

Expected Outcome: [Insert expected outcome of the activity]

2. Activity 2: Individual activity

Description of the activity: [insert short description]

Expected Outcome: [Insert expected outcome of the activity]

3. Reflection exercise

Instructions: Take a few minutes to reflect on the material covered in this module. Answer the following questions thoughtfully and honestly. This exercise is designed to help you internalize and apply what you've learned.

Reflection Questions:

a) Question 1

b) Question 2

c) Question 3

4. Additional comments

Key takeaways

Summary of key points to be taken away from the module.

Learning resources

Recommended reading

- [insert resource]
- [insert resource]
- [insert resource]