

WORKSHOP LESSON PLAN

Topic/Session Description	Timing	
Brief Welcome, Opening Comments, Introductions	9:00 to 9:30 am 30 min	
<p>Activity – [Insert name and brief overview of activity] Example: Walking and Talking. Circulate around the room and share one word or phrase about current feelings or thoughts regarding today's session.</p>		
<p>Administration: Agenda, Workshop Overview, Learning Outcomes [insert reference to page number of Participants' Guide or handout, e.g.,] (page 2)</p> <ul style="list-style-type: none"> • Three key thoughts: • Describe Learning Outcomes 		
<p>1. Topic One [insert topic name]</p> <ul style="list-style-type: none"> • Key Points for Presentation 	9:30 to 10:00 am 30 min	
<p>Activity – [Insert brief description of activity].</p>		
<p>2. Topic Two [insert topic name]</p> <ul style="list-style-type: none"> • Key Points for Presentation 	10:00 to 10:30 am ? min	
<p>Activity – [Insert brief description of activity].</p>		
<p>BREAK</p>		15 min
<p>3. Topic Three [insert topic name]</p> <ul style="list-style-type: none"> • Key Points for Presentation 	am ? min	
<p>LUNCH</p>		
<p>Debriefing Activity – Go over select Plus and ? Index cards.</p>		1:00 to 1:15 15 min
<p>BREAK</p>		15 min
<p>4. Topic Four [insert topic name]</p> <ul style="list-style-type: none"> • Key Points for Presentation 	am ? min	
<p>Activity – [Insert brief description of activity].</p>		? min
<p>5. Topic Five [insert topic name]</p> <ul style="list-style-type: none"> • Key Points for Presentation 		
<p>Activity – [Insert brief description of activity].</p>		

Topic/Session Description

Timing

BREAK

6. Topic Six [insert topic name]

- Key Points for Presentation

Optional Activity – [insert description]. (Time permitting)

Summary and Wrap-up

Sample