

Session (*Micro*) Planning Template

Activity				
Topic				
Objective(s)	The purpose of this session is to (describe): - • • •			
“K.S.A.”	Specify/apportion nature of learning:			> 100%:
	a) Knowledge			%
	b) Skills			%
	c) Attitudes			%
Outcomes	As result of attending, participants will be able to (describe): a) Know (what): ... b) Do (what): ... c) Understand/believe (what): ...			
Time (60?)	CONTENT:			
Start >5 mins	Introduction: Introduce yourself, explain relevance of topic, and structure of session: -			
xx mins	Sub-topic	Methodology	Resources	Assessment
xx mins	Sub-topic	Methodology	Resources	Assessment
xx mins	Sub-topic	Methodology	Resources	Assessment
>5 mins End	Conclusion: Summarise content Review learning outcomes Check participants’ grasp by asking them to summarise.			