

## TRAINING DESIGN TEMPLATE

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| <b>Title</b>                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                          |
| <b>Brief description of training content</b>                                                                                                   |                                                                                                                                                                                                                                                                                                                                                          |
| <b>Number of trainees</b>                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                          |
| <b>Profile target group</b>                                                                                                                    | <p><b>For example:</b></p> <p><input type="checkbox"/> Internal/team members. Role/team: _____</p> <p><input type="checkbox"/> Civil Society Organization (CSO), NGO, Organization: _____</p> <p><input type="checkbox"/> Donors or corporate organization for social change: _____</p> <p><input type="checkbox"/> Other young change makers: _____</p> |
| <b>Location (online/meeting room/studio/break-out spaces)</b>                                                                                  |                                                                                                                                                                                                                                                                                                                                                          |
| <b>Resources (equipment, facilities)</b>                                                                                                       | For example: online tools, platforms or if offline: Internet connection, beamer, flipchart, etc.                                                                                                                                                                                                                                                         |
| <b>Overall (key/macro) learning outcomes covering all learning domains (knowledge, skills + attitude/motivation)</b>                           | At the end of this training, participants will:                                                                                                                                                                                                                                                                                                          |
| <b>Evaluation methodology to monitor participants' progress</b>                                                                                | For example: Observation by trainer, level of trainee participation, results of exercises, trainee's ability to give feedback, recap by trainee, Q&A session, quiz etc.                                                                                                                                                                                  |
| <b>Theme/topic for module (in case of a series of trainings, there can be multiple modules)</b>                                                | <p>A module can be a 2-hour training (or in certain cases a full training day)</p> <p>Module: _____</p> <p>Module: (if applicable) _____</p> <p>...</p> <p>(if applicable add more modules)</p>                                                                                                                                                          |
| <p><b>(Micro) learning outcomes for module</b></p> <p><b>NOTE: these have to be reflected in the learning activity or content covered!</b></p> | At the end of the module (or training day), participants will:                                                                                                                                                                                                                                                                                           |