|  |  |  |  |
| --- | --- | --- | --- |
| **Session name and number:** |  | **Date:** |  |
| **Unit of Competency:** |  | **Competency Standards\*:** |  |
| **Presenter name:** |  | | |
| **Presenter role and responsibilities:** |  | | |
| **Delivery Techniques:** |  | | |
| **Learning objectives:** | *At the end of this training session, participants will be able to…* | | |
| **Learner 1 – characteristics and needs:** |  | | |
| **Learner 2 – characteristics and needs:** |  | | |
| **Learning resources and materials:** |  | | |
| **Equipment and/or physical resources required:** |  | | |

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| --- | --- | --- | --- | --- | --- |
| **Presentation:** | | | | | |
| **Order** | **Activity/Content Summary** | **Delivery Method/Technique** | **Resources and Materials** | | **Duration** |
| **1** |  |  |  | |  |
| **2** |  |  |  | |  |
| **3** |  |  |  | |  |
| **4** |  |  |  | |  |
| **5** |  |  |  | |  |
| **6** |  |  |  | |  |
| **7** |  |  |  | |  |
| **8** |  |  |  | |  |
| **9** |  |  |  | |  |
| **10** |  |  |  | |  |
| **11** |  |  |  | |  |
| **12** |  |  |  | |  |
| **13** |  |  |  | |  |
| **14** |  |  |  | |  |
| **15** |  |  |  | |  |
|  | | | | **Total time (minutes):** |  |
| **Questions to ask learners:** | | | | | |
|  | | | | | |
| **Summary:** | | | | | |
|  | | | | | |

*\* You may use reference codes instead of the whole competency standard. For example, using the unit* [*CUAPPR201 Make simple creative work*](https://training.gov.au/Training/Details/CUAPPR201)*, you may choose to cover:*

* *Performance Criteria*
  + *2.1 Identify and obtain tools, equipment and materials needed to develop creative ideas*
  + *2.2 Prepare tools, equipment and materials safely and sustainably according to relevant procedures*
  + *3.1 Identify and follow steps required to develop creative work*
* *Performance Evidence*
  + *make simple creative work, using limited range of art and design techniques and tools, equipment and materials safely and sustainably*

*In the relevant box above you could just write the codes “P.C. 2.1, P.C. 2.2, P.C. 3.1, PE 2”*