Course Name Lesson Plan

#### Trainer: Click or tap here to enter text. Course Length: Click or tap here to enter text. hours

|  |  |  |  |
| --- | --- | --- | --- |
| TIME | TOPIC | SECTION NOTES | DEMONSTRATIONS/EXERCISE |
| 9 AM | Welcome and Introductions | Intro Presentation  Pass roster around for info verification | Introduction  About the students |
| 9:30 AM | Topic Overview | Overview Presentation  Course Agenda | Handout: Day One Agenda |
| 10 AM | Break | | |
| 10:30 AM | Topic Primer | Machine Functions  Equipment Selection | Worksheet: Equipment illustration  Activity: Students will inspect machine |
| 12 PM | Lunch | | |
| 1 PM | Safety When Handling Equipment | Safety Recommendations  Safety Issues  Step-by-step Operation Instructions | Video: How to Operate Machine  Exercise: Hands-on demonstration  Quiz |