*Scheme of Work Template*

**SESSION PLAN**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sector :** | **Trade :** | | | **Level :** | | **Date :** | |
| **Trainer name :** | | | | | | **School year:**  **Term :** | |
| **Module (Code&Name):** | **Week :** | | | | **No. Trainees:** | **Class(es):** | |
| **Learning Outcome** |  | | | | | | |
| **Indicative content** |  | | | | | | |
| **Topic of the session:** | | | | | | | |
| **Range:** | | **Duration of the session:** | | | | | |
| **Objectives:** | | | | | | | |
| **Facilitation technique(s):** | | | | | | | |
| **Introduction** | | | **Resources** | | | | **Duration** |
| **Trainer’s activity:**  **Learner’s activity:** | | |  | | | |  |
| **Development/Body** | | | | | | | |
| **Step 1:**  **Trainer’s activity:**  **Learner’s activity:**  **Step n:**  **Trainer’s activity:**  **Learner’s activity:** | | |  | | | |  |
|
|
| **Conclusion** | | | | | | | |
| **Summary:** | | |  | | | |  |
| **Assessment/Assignment** | | |  | | | |  |
| **Evaluation of the session:** | | |  | | | |  |
| **References:** | | | | | | | |
| **Appendices:** | | | | | | | |
| **Reflection:** | | | | | | | |