

TRAINING SESSION OUTLINE

Title of Session	Communication between people and partner involved into the project and task distribution
Time :	1 hour
Session objectives:	Understanding the importance of communication between all participants. Learning about how to set up a
Preparation by:	Klaudia and Marek
Nr of Facilitator	
Nr of Participants:	Everybody

Room requirements:

Training supplies and equipment:

- Projector
- Enough space for a group work

- Whiteboard or a flipchart
- Markers
- Pens and paper for the groups

Handouts:	Presentation
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Session description:
(Instructions facilitators, instructions trainees, step by step description, time schedule)

Time	Instruction	Materials
20 min	Presentation about setting the communication channels between different parties (host, sender, students, etc.)	Projector
40 min	Brainstorming and own ideas	Pens and paper